The Town
Of
Proctor, Vermont

Annual Report

July 1, 2001–June 30, 2002

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TOWN OF PROCTOR
PROCTOR,VERMONT

INCORPORATED NOVEMBER 18,1886

Area- 3,983 Acres

Town Highways

Class I	**1.479-Mileage**
Class II	**7.070 Mileage**
Class III	**11.880 Mileage**
State Highway	**1.804 Mileage**
Total	**22.233 Mileage**
Class IV	**.350 Mileage**
Town Forest	**382.5 Acres**
In Proctor	**217.5 Acres**
In Pittsford	**165.0 Acres**
Town Water Shed Forest Chittenden,Vermont	**1587 Acres**
Population 2000 Census	**1877**
First Railriad Train	**1849**
First White Man Visited Sutherland Falls	**1730**
Altitude at Library	**500 Feet Above Sea Level**
Railroad Station Built	**1892**
Torn Down	**1967**

Village of Proctor Incorporated November 25,1884
Merged With Town June 28,1966

PLEASE BRING THIS REPORT WITH YOU TO TOWN MEETING

TELEPHONE NUMBERS-MEETING SCHEDULE-HOURS

Select Board meets at the Town Clerk's Office on the second and fourth Monday of each mont at 7:00P.M.
School Directors meet on the first and third Wednesday of the month, place of meeting alternates between the High School and Elementary School.

Town Clerk's Office open Monday through Friday from 8:00 A.M. to 4:00 P.M. closed on weekends and holidays.

Library open Monday through Thursday 9:00 A.M. to 12:00 Noon and 2:00 P.M. to 8:00 P.M. Friday 9:00 to Noon and 1:00 P.M. to 5:00 P.M.

Transfer Station open Saturday 10:00 A.M. to 3:00 P.M. PROCTOR RESIDENTS ONLY AND TRANSFER STATION STICKER REQUIRED.

Wednesday pick-up garbage and recycling. Must be along roadside by 7:00A.M.

TELEPHONE NUMBERS

To Report a Fire	911
Vermont State Police	911
Regional Ambulance	911
Town Clerk	459-3333
Proctor Jr.-Sr. High School	459-3353
Proctor Elementary School	459-2225
Rutland Central Supervisory Union	775-4342
Proctor Free Library	459-3539
U. S. Post Office	459-3359
Skating Rink	459-2819
Proctor Pool	459-2819

ELECTIVE TOWN OFFICIALS

Moderator	G. Ray Ault	2003
Town Clerk	Sidney Jones	2003
Treasurer	Sidney Jones	2003
Select Board	Richard Horner	2005
	Carol Grace	2003
	Raymond Beyette	2004
Listers	Peter Rimsa	2003
	William Champine	2004
	Robert Coons	2005
Collector of Taxes	Mary Dahlin	2003
Town Agent	F. Ray Keyser	2003
Cemetery Commissioners	Charles B. Nichols, Jr.	2004
	Henry Socinski	2004
	Cynthia Socinski	2005
	Robert Harger	2004
School Directors	Peter Buttrick	2004
	Charles B. Nichols, Jr.	2004
	Mary Perkins	2003
	Arthur Saceric	2003
	Cheryl Scarzello	2005

TOWN OF PROCTOR

REPRESENTATIVES TO GEERAL ASSEMBLY

Joseph Baker
Judy Bloomer Crowley

STATE SENATORS

John H. Bloomer,Jr.
John Crowley
Hull Maynard

JUSTICES OF THE PEACE

William Drinwater	Bonnie Kelleway
Gareth Fay	Roland Bartlett
Donald Russell	R.J. Elrick
Barbara Corliss	

APPOINTIVE TOWN OFFICERS

Fence Viewer	Helen Kabastura
Poundkeeper	Kevin Blongy
Inspector of Lumber	Raymond Moran
Weigher of Coal	Chris Keyser
Tree Warden	Tom Doty
Health Officer	Richard Kelleway,DVM
Fire Warden	Albert Wenta
Emergency Management	Kevin Blongy
Supt. of Public Works	Raymond Moran

LOCAL PLANNING

Robert Coons, Zoning Administrator	Peter Rimsa
Bonnie Kelleway	Raymond Beyette
Hurley Cavacas	

REP. RCSWD	Charles B. Nichols, Jr.
REP.RUTLAND REG.PLANNING	Hurley Cavacas
REP. REGIONAL AMBULANCE	Douglas Hastings

TOWN OF PROCTOR, VERMONT

AS OF AND FOR THE YEAR ENDED JUNE 30, 2002

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In accordance with *Government Auditing Standards*, we have also issued a report dated December 12, 2002 on our consideration of the Town of Proctor, Vermont's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund financial statements listed in the table of contents as schedules are presented for purposes of additional analysis and are not a required part of the general-purpose financial statements of the Town of Proctor, Vermont. Such information has been subjected to auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

December 12, 2002
Rutland, Vermont
Reg. No. 119

Sabisky & Buzzell, P.C.

Siliski & Buzzell, P.C.
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Board of Selectmen
Town of Proctor, Vermont

We have audited the accompanying general purpose financial statements of the Town of Proctor, Vermont as of and for the year ended June 30, 2002, as listed in the table of contents. These general purpose financial statements are the responsibility of the Town of Proctor, Vermont's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed asset account group, which should be included in order to conform with accounting principles generally accepted by the United States of America. The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effects on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Proctor, Vermont, as of June 30, 2002, and the results of its operations and cash flows of its proprietary fund types for the year then ended in conformity with accounting principles generally accepted in the United States of America.

TOWN OF PROCTOR, VERMONT

COMBINED BALANCE SHEET

ALL FUND TYPES AND ACCOUNT GROUPS

JUNE 30, 2002

EXHIBIT A

ASSETS	Governmental Fund Types		Proprietary Fund Types	Fiduciary Fund Types	Account Group	Memorandum Only
	General Fund	Debt Service Fund	Enterprise Funds	Expendable Trust Funds	General Long-Term Debt	Total
CASH						
Petty Cash	$ 50	$ -	$ -	$ -	$ -	$ 50
Checking	142,678	-	-	-	-	142,678
Money Markets	175,707	-	290,148	94,310	-	560,165
Certificates of Deposit	129,699	-	358,287	102,876	-	590,862
Total Cash	448,134	-	648,435	197,186	-	1,293,755
PROPERTY TAXES RECEIVABLE						
Delinquent Property Taxes	203,855	-	-	-	-	203,855
OTHER RECEIVABLES						
Other Receivables	16,793	-	-	-	-	16,793
Water Rents Receivable	-	-	56,232	-	-	56,232
Wastewater Charges Receivable	-	-	56,655	-	-	56,655
Total Other Receivables	16,793	-	112,887	-	-	129,680
PREPAID EXPENSES	4,467	-	-	-	-	4,467
DUE FROM OTHER FUNDS	10,824	-	2,014	75	-	12,913
PROPERTY, PLANT AND EQUIPMENT (Net of Accumulated Depreciation)	-	-	3,671,570	-	-	3,671,570
AMOUNTS TO BE PROVIDED BY FUTURE ASSESSMENTS	-	-	-	-	280,000	280,000
TOTAL ASSETS	$684,073	$ -	$4,434,906	$197,261	$280,000	$5,596,240

See notes to financial statements.

TOWN OF PROCTOR, VERMONT

COMBINED BALANCE SHEET

ALL FUND TYPES AND ACCOUNT GROUPS

JUNE 30, 2002

EXHIBIT A

(Continued)

LIABILITIES, RESERVES AND FUND EQUITY	Governmental Fund Types		Proprietary Fund Types	Fiduciary Fund Types	Account Group	Memorandum Only
	General Fund	Debt Service Fund	Enterprise Funds	Expendable Trust Funds	General Long-Term Debt	Total
LIABILITIES						
Accounts Payable	$ 34,100	$ -	$ 75,776	$ -	$ -	$ 109,876
Accrued Payroll	9,094	-	2,626	-	-	11,720
Due to Other funds	2,089	-	10,385	439	-	12,913
Other Liabilities	1,506	-	2,406	-	-	3,912
Bonds Payable	-	-	200,000	-	280,000	480,000
Deferred Revenue	4,982	-	-	-	-	4,982
Total Liabilities	51,771	-	291,193	439	280,000	623,403
RESERVES						
Reserve for Property Taxes Receivable	177,751	-	-	-	-	177,751
Total Reserves	177,751	-	-	-	-	177,751
FUND EQUITY						
Contributed Capital	-	-	2,631,323	-	-	2,631,323
Retained Earnings	-	-	1,512,390	-	-	1,512,390
Fund Balances:						
Unreserved:						
Undesignated	284,578	-	-	-	-	284,578
Designated	169,973	-	-	196,822	-	366,795
Total Fund Equity	454,551	-	4,143,713	196,822	-	4,795,086
TOTAL LIABILITIES, RESERVES AND FUND EQUITY	$684,073	$ -	$4,434,906	$197,261	$280,000	$5,596,240

See notes to financial statements.

EXHIBIT B

TOWN OF PROCTOR, VERMONT
COMBINED STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
FOR THE YEAR ENDED JUNE 30, 2002

	Governmental Fund Types		Fiduciary Fund Types	Memorandum Only
	General Fund	Debt Service Fund	Expendable Trust Funds	Total
REVENUES				
General Government:				
Taxes	$2,230,807	$ -	$ -	$2,230,807
Licenses and Fees	31,426	-	-	31,426
State of Vermont	5,830	-	-	5,830
Other	37,138	-	-	37,138
Highway Department				
State of Vermont	57,209	-	-	57,209
Recreation	15,000	-	-	15,000
Other	6,450	-	46,705	53,155
Total Revenues	2,383,860	-	46,705	2,430,565
EXPENDITURES				
Town Departmental:				
Selectmen	11,928	-	-	11,928
Town Clerk and Treasurer	75,729	-	-	75,729
Listers	13,461	-	-	13,461
Elections	567	-	-	567
Professional Services	11,758	-	-	11,758
Municipal Building	7,523	-	-	7,523
Boards and Agencies	1,528	-	-	1,528
General Insurance	5,161	-	-	5,161
Debt Service	-	43,290	-	43,290
Solid Waste Disposal	150,803	-	-	150,803
Highway	297,411	-	-	297,411
Garage	9,861	-	-	9,861
Fire Department	38,706	-	-	38,706
Police	25,130	-	-	25,130
Swimming Pool	22,585	-	-	22,585
Skating Rink	3,904	-	-	3,904
Parks Maintenance	171	-	-	171
Taxes and Assessments	16,548	-	-	16,548
Health and Welfare	17,681	-	-	17,681
Street Lights	27,862	-	-	27,862

See notes to financial statements.

EXHIBIT B

(Continued)

TOWN OF PROCTOR, VERMONT
COMBINED STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
FOR THE YEAR ENDED JUNE 30, 2002

	Government Fund Types		Fiduciary Fund Types	Memorandum Only
	General Fund	Debt Service Fund	Expendable Trust Funds	Total
EXPENDITURES (Continued)				
Town Departmental: (Continued)				
Other Commitments	116,437	-	-	116,437
Proctor School District	1,553,442	-	-	1,553,442
Other	-	-	32,094	32,094
Total Expenditures	2,408,196	43,290	32,094	2,483,580
Excess (Deficiency) of Revenues over Expenditures	(24,336)	(43,290)	14,611	(53,015)
OTHER FINANCING SOURCES (USES)				
Operating Transfers	(43,290)	43,290	-	-
Total Other Financing Sources (Uses)	(43,290)	43,290	-	-
Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses	(67,626)	-	14,611	(53,015)
FUND BALANCE AT BEGINNING OF YEAR	522,177	-	182,211	704,388
FUND BALANCE AT END OF YEAR	$ 454,551	$ -	$196,822	$ 651,373

See notes to financial statements.

EXHIBIT C

TOWN OF PROCTOR, VERMONT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2002

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
General Government:			
Taxes	$2,304,574	$2,230,807	$ (73,767)
Licenses and Fees	23,700	31,426	7,726
State of Vermont	4,000	5,830	1,830
Other	3,818	37,138	33,320
Highway Department			
State of Vermont	54,300	57,209	2,909
Other	8,300	6,450	(1,850)
Recreation	18,000	15,000	(3,000)
Total Revenues	2,416,692	2,383,860	(32,832)
EXPENDITURES			
Town Departmental:			
Selectmen	6,552	11,928	(5,376)
Town Clerk and Treasurer	69,474	75,729	(6,255)
Listers	43,870	13,461	30,409
Elections	1,800	567	1,233
Professional Services	12,065	11,758	307
Municipal Building	6,250	7,523	(1,273)
Boards and Agencies	3,500	1,528	1,972
General Insurance	6,375	5,161	1,214
Debt Service	1,000	-	1,000
Solid Waste Disposal	153,704	150,803	2,901
Highway	318,260	297,411	20,849
Garage	9,650	9,861	(211)
Fire Department	67,000	38,706	28,294
Police	27,217	25,130	2,087
Swimming Pool	23,241	22,585	656
Skating Rink	7,056	3,904	3,152
Parks Maintenance	500	171	329
Taxes and Assessments	17,890	16,548	1,342
Health and Welfare	17,681	17,681	-
Special Services	28,875	27,862	1,013

See notes to financial statements.

TOWN OF PROCTOR, VERMONT

STATEMENT OF REVENUES, EXPENDITURES

AND CHANGES IN FUND BALANCE

BUDGET AND ACTUAL

GENERAL FUND

FOR THE YEAR ENDED JUNE 30, 2002

	Budget	Actual	Variance Favorable (Unfavorable)
EXPENDITURES (Continued)			
Town Departmental: (Continued)			
Other Commitments	66,000	116,437	(50,437)
Proctor School District	1,553,442	1,553,442	-
Total Expenditures	2,441,402	2,408,196	33,206
Excess (Deficiency) of Revenues Over Expenditures	(24,710)	(24,336)	374
OTHER FINANCING USES			
Operating Transfers	(43,290)	(43,290)	-
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Uses	(68,000)	(67,626)	374
FUND BALANCE AT BEGINNING OF YEAR	68,000	522,177	454,177
FUND BALANCE AT END OF YEAR	$ -	$ 454,551	$454,551

See notes to financial statements.

EXHIBIT D

TOWN OF PROCTOR, VERMONT
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS
ENTERPRISE FUNDS
FOR THE YEAR ENDED JUNE 30, 2002

OPERATING REVENUES	
Charges and Rents	$ 284,537
OPERATING EXPENSES	
Wastewater Expenses	100,141
Water Expenses	122,037
Depreciation	122,940
Total Operating Expenses	345,118
Operating Income (Loss) Before Non-Operating Revenues (Expenses) and Operating Transfers	(60,581)
NON-OPERATING REVENUES (EXPENSES)	
Timber Sales	28,340
Interest Income	26,692
Interest Expense	(11,065)
Total Non-Operating Revenues (Expenses)	43,967
Net Income (Loss) Before Operating Transfers	(16,614)
OPERATING TRANSFERS	
Depreciation on Assets Acquired with Grant Funds	95,705
Total Operating Transfers	95,705
Net Income	79,091
RETAINED EARNINGS AT BEGINNING OF YEAR	1,433,299
RETAINED EARNINGS AT END OF YEAR	$1,512,390

See notes to financial statements.

EXHIBIT E

TOWN OF PROCTOR, VERMONT
COMBINED STATEMENT OF CASH FLOWS
ENTERPRISE FUNDS
FOR THE YEAR ENDED JUNE 30, 2002

CASH FLOWS FROM OPERATING ACTIVITIES:	
Operating Income (Loss)	$ (60,581)
Adjustments to Reconcile Operating Loss to Net Cash Provided by Operating Activities:	
Depreciation	122,940
(Increase) Decrease in:	
Wastewater Charges Receivable	(3,363)
Water Rents Receivable	(4,604)
Increase (Decrease) in:	
Accounts Payable	71,511
Accrued Payroll	154
Total Adjustments	186,638
Net Cash Provided by Operating Activities	126,057
CASH FLOWS FROM INVESTING ACTIVITIES:	
Interest Received	26,692
Purchase of Property, Plant and Equipment	(195,706)
Timber Sales	28,340
Net Cash Provided by (Used In) Investing Activities	(140,674)
CASH FLOWS FROM FINANCING ACTIVITIES:	
Principal Paid on Bonds	(20,000)
Interest Paid on Bonds	(11,065)
Decrease in Amount Due from General Fund	3,798
Net Cash Provided by Financing Activities	(27,267)
NET DECREASE IN CASH	(41,884)
CASH AT BEGINNING OF YEAR	690,319
CASH AT END OF YEAR	$648,435
Cash consisted of the following:	
Municipal Now Accounts	$290,148
Certificate of Deposit	358,287
Total	$648,435

See notes to financial statements.

TOWN OF PROCTOR, VERMONT

NOTES TO FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements are presented in conformity with generally accepted accounting principles as applicable to governments. The following is a summary of the more significant accounting policies affecting their presentation.

A. Reporting Entity - The reporting entity of the Town of Proctor, Vermont (the Town) consists of all departments, commissions, boards, funds and account groups for which the Town has oversight responsibility. Oversight responsibility is determined on the basis of financial independence, governing authority, management designation, ability to significantly influence operations, and accountability for fiscal matters.

B. Basis of Accounting - All governmental funds and expendable trust funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Expenditures are recognized when the related fund liability is incurred. The proprietary funds (enterprise funds) are accounted for using the accrual basis of accounting. Under this basis of accounting, revenues are recognized when earned and expenses are recognized when the related liability is incurred.

C. Fund Accounting - The accounts of the Town have been organized on the basis of funds and account groups, each of which is considered a separate accounting entity. Each fund has been accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance or retained earnings, revenues and expenditures or expenses, as appropriate. The Town's resources are allocated to and accounted for in individual funds based on the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped in these financial statements into four general fund types and three broad fund categories as follows:

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

GOVERNMENTAL FUNDS

General Fund - The General Fund is the general operating fund of the Town. It is used to account for the normal recurring activities of the Town and all financial resources except those required to be accounted for in another fund. These activities are funded principally by property taxes on individuals and businesses.

Debt Service Fund - The Debt Service Fund is used to account for the accumulation of resources for the payment of general long-term debt principal, interest and related costs associated with the Wastewater Improvement Bond.

PROPRIETARY FUNDS

Enterprise Funds - The Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. These funds are as follows:

Wastewater Disposal Fund - To account for the provision of wastewater services to the residents of the Town. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, and billing and collection.

Water Fund - To account for the provision of water services to the residents of the Town. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, and billing and collection.

FIDUCIARY FUNDS

Expendable Trust Funds - The Trust Funds are used for assets under the administrative control of the Town for extended periods of time. They may be subject to a variety of administrative or financial restrictions on the investment or management of the assets. However, the Town exercises discretionary authority over the investment of trust fund assets. These funds are as follows:

Riverside Cemetery Fund
Mortimer R. Proctor Fund
Reappraisal Fund

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fixed Assets - Except for proprietary funds, fixed assets are recorded as expenditures in the respective acquiring fund at the time of purchase. Such assets are not capitalized nor depreciated in these funds. Generally accepted accounting principles requires that fixed assets used in governmental fund type operations be accounted for in a General Fixed Assets Account Group. The Town, however, has not maintained a record of its general fixed assets and, accordingly, a statement of general fixed assets has not been presented.

Enterprise Fund Fixed Assets - The fixed assets as shown in the Wastewater Fund are: 1) costs, the majority of which were incurred in a Capital Projects Fund from 1986 to 1991 to update the sewage disposal facilities and equipment, and 2) costs that have been incurred since 1991 by the Enterprise Fund.

The fixed assets as shown in the Water Fund include the following: 1) costs that were incurred in the Water Account Trust Fund to improve various water lines during 1992, 2) costs that have been incurred by the Enterprise Fund, and 3) costs incurred in a Capital Projects Fund from 1995 to 1997 for construction of the water storage tank and related costs.

Depreciation of all exhaustible fixed assets used by the Proprietary Funds is charged as an expense against its operations. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Buildings	- 50 Years
Improvements to Wastewater and Water System	- 10 to 40 Years
Land Improvements	- 25 to 40 Years

E. Long-Term Liabilities - Long-term liabilities expected to be financed from Governmental Funds are accounted for in the General Long-Term Debt Account Group. This account group is not a fund and is concerned only with the measurement of financial position and not with results of operations.

F. Inventories - There are no inventories recorded. All inventory items are considered to be expenditures at the time of purchase.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. Reserves - Noncurrent portions (collectible more than sixty days after June 30, 2002) of property taxes receivable are reported on the General Fund balance sheet, in spite of their spending measurement focus. Special reporting treatment is used to indicate, however, that they are not considered available spendable resources, since they do not represent net current assets. Recognition of property tax revenue represented by noncurrent receivables is deferred until they become current receivables. Noncurrent portions of these long-term receivables are offset by a reserve account.

H. Budgets and Budgetary Accounting - The Town follows these procedures in establishing the budgetary data reflected in these financial statements:

1. Prior to March, the Selectmen draft a proposed operating budget covering the General Fund for the fiscal year commencing July 1. The operating budget includes proposed expenditures and the means of financing them.

2. The budget was legally enacted at Town Meeting on March 5, 2001.

3. Any revisions that alter expenditures of any fund must be approved by the Board of Selectmen.

4. Formal Budgetary integration is employed as a management control device during the year.

I. Property Taxes - Property taxes were levied in July, 2001 by the Board of Selectmen on the grand list as of April 1, 2001. Taxes are based on 100% assessment of the property market value. Tax bills are due in four equal installments on August 10, November 10, February 10 and May 10.

J. Interfund Account Balances - All unsettled interfund account balances resulting from transactions between funds have been shown as due to and due from the respective funds.

K. Total Columns on Combined Statements - Total columns on the combined statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate analysis. Data in these columns does not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTES TO FINANCIAL STATEMENTS (Continued)

2. GENERAL FUND - PROPERTY TAXES RECEIVABLE

	6/30/93	6/30/94	6/30/95	6/30/96	6/30/97	6/30/98	6/30/99	6/30/00	6/30/01	6/30/02	Total
Balance at 6/30/01	$1,534	$975	$1,551	$14,276	$12,919	$11,513	$ 8,653	$22,580	$109,770	$ -	$ 183,771
Tax Levy	-	-	-	-	-	-	-	-	-	2,263,675	2,263,675
Collections:											
Current	-	-	-	-	-	-	-	-	-	(2,153,500)	(2,153,500)
Delinquent	(100)	-	-	(168)	-	-	-	(13,250)	(76,580)	-	(90,098)
Abatements	-	-	-	-	-	-	-	-	-	-	-
Adjustments	-	-	-	-	-	-	-	-	-	7	7
Balance at 6/30/02	1,434	975	1,551	14,108	12,919	11,513	8,653	9,330	33,190	110,182	203,855
Collected 7/1/01 - 8/30/01 and Included as Revenue	(1)	(98)	-	-	-	-	-	(789)	(58)	(25,158)	(26,104)
Reserve for Property Taxes Receivable at 6/30/02	$1,433	$877	$1,551	$14,108	$12,919	$11,513	$ 8,655	$ 8,541	$ 33,132	$ 85,024	$ 177,751

3. ENTERPRISE FUNDS - WATER RENTS RECEIVABLE

	6/30/93 and Earlier	6/30/94	6/30/95	6/30/96	6/30/97	6/30/98	6/30/99	6/30/00	6/30/01	6/30/02	Total
Balance at 6/30/01	$386	$370	$516	$1,195	$ 2,832	$ 4,619	$ 6,954	$ 10,631	$ 24,124	$ -	$ 51,627
Current Billings	-	-	-	-	-	-	-	-	-	135,541	135,541
Collections:											
Current	-	-	-	-	-	-	-	-	-	(109,557)	(109,557)
Delinquent	-	-	-	(192)	(530)	(1,257)	(1,790)	(4,282)	(13,400)	-	(21,451)
Abatements/ Adjustments	-	-	-	-	-	-	13	(20)	18	61	72
Balance at 6/30/02	$386	$370	$516	$1,003	$ 2,302	$ 3,362	$ 5,177	$ 6,329	$ 10,742	$ 26,045	$ 56,232

4. ENTERPRISE FUNDS - WASTEWATER CHARGES RECEIVABLE

	6/30/94	6/30/95	6/30/96	6/30/97	6/30/98	6/30/99	6/30/00	6/30/01	6/30/02	Total
Balance at 6/30/01	$158	$302	$ 842	$ 2,500	$ 4,409	$ 8,819	$ 10,861	$ 25,400	$ -	$ 53,291
Current Billings	-	-	-	-	-	-	-	-	147,750	147,750
Collections:										
Current	-	-	-	-	-	-	-	-	(121,316)	(121,316)
Delinquent	-	-	(83)	(838)	(1,224)	(3,336)	(4,049)	(13,503)	-	(23,033)
Abatements/ Adjustments	-	-	-	-	-	-	-	(57)	20	(37)
Balance at 6/30/02	$158	$302	$ 759	$ 1,662	$ 3,185	$ 5,483	$ 6,812	$ 11,840	$ 26,454	$ 56,655

5. ENTERPRISE FUNDS - PROPERTY, PLANT AND EQUIPMENT

A summary of property, plant and equipment at June 30, 2002 in the Enterprise Funds is as follows:

	Wastewater Fund		
	Cost	Accumulated Depreciation	Net Book Value
Land	$ 2,200	$ -	$ 2,200
Land Improvements	365,577	134,467	231,110
Buildings	410,876	106,828	304,048
Improvements to Sewer System	3,701,534	1,120,951	2,580,583
Total	$4,480,187	$1,362,246	$3,117,941

	Water Fund		
	Cost	Accumulated Depreciation	Net Book Value
Building	$481,574	$62,593	$418,981
Improvements to Water Lines	97,286	18,324	78,962
Other	62,243	6,557	55,686
Total	$641,103	$87,474	$553,629

Total depreciation expense for the year ended June 30, 2002 was $122,940, of which $109,513 was charged in the Wastewater Fund and $13,427 was charged in the Water Fund.

6. ENTERPRISE FUNDS - BONDS

Description of Long-Term Debt	Original Issue Amount	Interest Rate
Storage Tank, Bond Issued 8/2/95	$320,000	5.21%

The annual requirements to retire the long-term bonds as of June 30, 2002 are as follows:

Year Ending June 30	Principal	Interest	Total
2003	$ 20,000	$10,120	$ 30,120
2004	20,000	9,150	29,150
2005	20,000	8,155	28,155
2006	20,000	7,135	27,135
2007	20,000	6,095	26,095
Thereafter	100,000	14,165	114,165
Total	$200,000	$54,820	$254,820

7. CHANGES IN GENERAL LONG-TERM DEBT ACCOUNT GROUP

Changes in the general long-term debt account group for the year ended June 30, 2002 are as follows:

Description of Long-Term Debt	Original Issue Amount	Interest Rate
Wastewater Improvement General Obligation Registered Bond Issued 7/21/99	$335,000	4.55%

The annual requirements to retire long-term debt as of June 30, 2002 are as follows:

Year Ending June 30	Principal	Interest	Total
2003	$ 30,000	$12,067	$ 42,067
2004	30,000	10,815	40,815
2005	35,000	9,422	44,422
2006	35,000	7,881	42,881
2007	35,000	6,297	41,297
Thereafter	115,000	8,558	123,558
Total	$280,000	$55,040	$335,040

8. GENERAL FUND - DESIGNATED FUND BALANCE

The following is a summary of the General Fund Balance - Designated activity which occurred for each of the respective designated purposes for the year ended June 30, 2002:

Designated Purpose	General Fund Balance Designated at Beginning of the Year	Appropri-ations	Revenue	Expenditures	General Fund Balance Designated at End of the Year
Marble Bridge	$ 32,771	$ 1,000	$ -	$ 9,136	$ 24,635
Equipment	63,015	25,000	-	67,301	20,714
Fire Department	53,919	30,000	5,680	-	89,599
Municipal Building Equipment	1,951	600	-	2,551	-
Reappraisal	-	35,025	-	-	35,025
Total	$151,656	$91,625	$5,680	$78,988	$169,973

9. COLLATERALIZED MUNICIPAL DEPOSIT AGREEMENT

The Town has entered into a Collateralized Municipal Deposit Agreement with Charter One Bank. As a result, the bank has established a restricted securities account at the Manufacturers and Traders Trust Company as collateral to secure the deposits of the Town in its bank. As of June 30, 2002, the Town had $875,140 on deposit with Charter One Bank under this agreement and the securities pledged as of that date are as follows:

	Par Value	Market Value
Federal National Mortgage Association Remic Series 1994-43 Class FD DTD 3/25/94, Var Rate, Maturity 2/25/24	$726,354	$733,574
Federal National Mortgage Association Remic Series 1994-15 Class FD DTD 2/25/94 Var Rate 2/25/54 Non-Callable	240,272	243,054
	$966,626	$976,628

10. CONCENTRATIONS OF CREDIT RISK

The Town had deposits in excess of the federal deposit insurance limits of $100,000 in various financial institutions at various times throughout the year ended June 30, 2002. As of June 30, 2002, the Town's uninsured cash balances totaled $10,635.

11. PENSION PLAN

The Town elected to freeze their money purchase pension plan at July 1, 1984. The Town is utilizing the employees' deferred compensation plan. This deferred compensation plan was in place prior to July 1, 1984, but was strictly contributory by the employees. The Town has elected to contribute 3.5% (5% beginning July 1, 2002) of eligible employees' earnings; limited to forty hours per week for hourly employees and weekly salary for salaried employees. The contribution by the Town to the deferred compensation plan for the current year amounted to $4,286.

12. STATE OF VERMONT MARBLE BRIDGE REPAIRS AND IMPROVEMENTS

The State of Vermont is improving the Marble Bridge, which is located in and owned by the Town. The State of Vermont is the owner of the construction contract for repairs to the Bridge. The Town is billed by the State of Vermont for five percent of the total construction costs that are incurred. As of June 30, 2002, $18,558 has been paid to the State for this project. The Town's total cost of improvements is expected to be approximately $100,000.

TOWN OF PROCTOR, VERMONT **SCHEDULE A-1**

GENERAL FUND

STATEMENT OF REVENUES

BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2002

	Budget	Actual	Variance Favorable (Unfavorable)
GENERAL GOVERNMENT			
Taxes:			
Current Year	$2,263,574	$2,153,500	$(110,074)
Delinquent	25,000	68,753	43,753
Interest	16,000	8,554	(7,446)
Total Taxes	2,304,574	2,230,807	(73,767)
Licenses and Fees:			
Office Fees	7,500	14,752	7,252
Beverage Licenses	250	150	(100)
Dog Licenses and Penalties	700	717	17
Transfer Station Permits and Fees	600	1,157	557
School District Administrative Fee	14,000	14,000	-
Riverside Cemetery Administrative Fee	650	650	-
Total Licenses and Fees	23,700	31,426	7,726
State of Vermont:			
Local Ordinance Fines	4,000	5,830	1,830
Total State of Vermont	4,000	5,830	1,830
Other:			
Town Forest Right of Way	318	-	(318)
Interest Income	3,500	16,426	12,926
Miscellaneous	-	11,606	11,606
Town Plan	-	9,000	9,000
Railroad Tax	-	106	106
Total Other	3,818	37,138	33,320
Total General Government	2,336,092	2,305,201	(30,891)
HIGHWAY DEPARTMENT			
State of Vermont	54,300	57,209	2,909
Sale of Labor and Trucking	6,500	4,650	(1,850)
Sale of Supplies	1,800	1,800	-
Total Highway Department	62,600	63,659	1,059
RECREATION			
Minnie Proctor Trust Fund - Pool	3,000	-	(3,000)
Mortimer R. Proctor Trust Fund:			
Pool	12,000	12,000	-
Rink	3,000	3,000	-
Total Recreation	18,000	15,000	(3,000)
TOTAL REVENUES	$2,416,692	$2,383,860	$(32,832)

TOWN OF PROCTOR, VERMONT **SCHEDULE A-2**

GENERAL FUND

STATEMENT OF EXPENDITURES

BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2002

	Budget	Actual	Variance Favorable (Unfavorable)
SELECTMEN			
Personal Services	$ 3,000	$ 3,000	$ -
Secretary Services	1,600	1,600	-
Social Security Tax	352	258	94
Travel/Meetings	1,600	1,601	(1)
Miscellaneous	-	5,469	(5,469)
Total Selectmen	6,552	11,928	(5,376)
TOWN CLERK AND TREASURER			
Personal Services	46,773	46,820	(47)
Health and Accident Insurance	5,297	4,995	302
Retirement	2,041	2,040	1
Social Security Tax	3,578	3,582	(4)
Unemployment Insurance	110	46	64
Office Supplies	3,000	2,192	808
Postage and Envelopes	2,600	2,370	230
Advertising	2,000	685	1,315
Travel/Meetings	250	121	129
Town Report and Budget	3,100	2,635	465
Computer Services	725	960	(235)
Miscellaneous	-	283	(283)
Town Plan	-	9,000	(9,000)
Total Town Clerk and Treasurer	69,474	75,729	(6,255)
LISTERS			
Personal Services	4,300	4,306	(6)
Social Security Tax	329	329	-
Software, Licenses, Support	570	197	373
Postage and Envelopes	120	32	88
Telephone	576	472	104
Travel/Meetings	250	125	125
Professional Services	2,700	8,000	(5,300)
Reappraisal	35,025	-	35,025
Total Listers	43,870	13,461	30,409
ELECTIONS	1,800	567	1,233
PROFESSIONAL SERVICES			
Accounting	8,900	9,316	(416)
Legal	2,400	1,800	600
Tax Collection Social Security Tax	765	642	123
Total Professional Services	12,065	11,758	307
MUNICIPAL BUILDING			
Heat	1,600	1,087	513
Electricity	1,700	1,653	47
Telephone	1,000	1,192	(192)
Repairs and Improvements - Building	500	-	500
Building Maintenance	350	378	(28)
Equipment Maintenance	500	349	151
Equipment Replacement	600	2,864	(2,264)
Total Municipal Building	6,250	7,523	(1,273)

SCHEDULE A-2

(Continued)

BOARDS AND AGENCIES			
Planning Commission	1,000	753	247
Regional Planning Commission	500	500	-
Zoning	2,000	275	1,725
Total Boards and Agencies	3,500	1,528	1,972
GENERAL INSURANCE			
Property	300	249	51
Municipal Equipment Floater	150	124	26
Umbrella Liability	250	222	28
Public Official Liability	2,200	1,975	225
Public Official Bond	825	313	512
Workmen's Compensation	300	243	57
Vehicle	150	124	26
General Liability	2,200	1,911	289
Total General Insurance	6,375	5,161	1,214
DEBT SERVICE - INTEREST	1,000	-	1,000
SOLID WASTE DISPOSAL			
Personal Services	5,580	5,563	17
Social Security Tax	427	408	19
Unemployment Insurance	35	9	26
General Insurance	300	285	15
Transfer Box	30,975	31,787	(812)
Recycling Box	800	1,260	(460)
White Goods	500	339	161
Tires	500	738	(238)
Metal Waste Disposal	-	87	(87)
Miscellaneous	-	258	(258)
Curbside:			
Garbage Collection	88,739	84,820	3,919
Recycling	25,848	25,249	599
Total Solid Waste Disposal	153,704	150,803	2,901
HIGHWAY			
Personal Services	92,565	85,880	6,685
Health and Accident Insurance	19,240	21,294	(2,054)
Retirement	1,363	1,363	-
Social Security Tax	7,082	6,598	484
Unemployment Insurance	370	183	187
Gas and Oil	6,000	4,921	1,079
Vehicle Expense and Repairs	8,000	5,777	2,223
Small Tools and Equipment	3,000	5,850	(2,850)
Rentals	700	1,243	(543)
Highway Repairs	1,500	1,329	171
Highway Improvements	140,000	122,894	17,106
Salt, Sand and Plow Blades	28,000	26,736	1,264
Salt Shed Electricity	340	180	160
Tree Removal	1,000	900	100
Signs	500	887	(387)
General Insurance	8,500	7,756	744
Travel/Meetings	100	66	34
Miscellaneous	-	68	(68)
Gorham Bridge	-	3,486	(3,486)
Total Highway	318,260	297,411	20,849

TOWN OF PROCTOR, VERMONT **SCHEDULE A-2**

GENERAL FUND (Continued)

STATEMENT OF EXPENDITURES

BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2002

	Budget	Actual	Variance Favorable (Unfavorable)
GARAGE			
Heat	300	270	30
Electricity	300	389	(89)
Telephone	450	851	(401)
Rentals	150	242	(92)
Building Improvements and Repairs	8,000	7,642	358
General Insurance	450	373	77
Miscellaneous	-	94	(94)
Total Garage	9,650	9,861	(211)
FIRE DEPARTMENT			
Personal Services	3,700	3,700	-
Operating Supplies	1,000	1,733	(733)
Protective Equipment	5,000	7,305	(2,305)
Gas and Oil	1,000	291	709
Vehicle Expense and Repairs	3,000	2,088	912
Small Tools and Equipment	3,000	10,193	(7,193)
Heat	1,500	1,397	103
Electricity	1,200	877	323
Telephone	2,200	1,183	1,017
Communications	2,000	(1,031)	969
Uniform Replacement	1,750	6,672	(4,922)
Improvements and Repairs:			
Buildings and Fixtures	2,200	1,293	907
Machinery and Equipment	1,100	883	217
Equipment Replacement	30,000	(5,680)	35,680
General Insurance	5,400	5,042	358
Hepatitis Vaccine	200	-	200
Miscellaneous, Dues and Travel	500	566	(66)
Training	2,000	132	1,868
Fire Prevention	250	-	250
Total Fire Department	67,000	38,706	28,294
POLICE			
Constables	2,400	400	2,000
General Insurance	200	164	36
Contract Services	18,750	19,814	(1,064)
Contract Service Supplies	4,400	3,420	980
Supplies	-	91	(91)
Animal Control	750	425	325
Traffic Lights	717	816	(99)
Total Police	27,217	25,130	2,087

SCHEDULE A-2 (Continued)

SWIMMING POOL			
Personal Services	15,700	16,395	(695)
Social Security Tax	1,201	1,252	(51)
Operating Supplies	800	1,026	(226)
Maintenance Supplies	500	634	(134)
Chlorine	1,400	82	1,318
Telephone	350	390	(40)
Electricity	340	383	(43)
General Insurance	950	850	100
Advertising	250	186	64
Miscellaneous	1,000	1,284	(284)
Improvements/Repairs Building	750	103	647
Total Swimming Pool	23,241	22,585	656
SKATING RINK			
Personal Services	4,000	2,286	1,714
Social Security Tax	306	175	131
Maintenance Supplies	350	27	323
Vehicle Expense and Repairs	350	184	166
Heat	500	282	218
Electricity	400	326	74
Telephone	350	339	11
Improvements and Repairs - Building	300	-	300
General Insurance	350	285	65
Miscellaneous	150	-	150
Total Skating Rink	7,056	3,904	3,152
PARKS MAINTENANCE	500	171	329
TAXES AND ASSESSMENTS			
Vermont League of Cities and Towns	1,240	1,240	-
Rutland County Tax	10,500	9,210	1,290
Tax, Town Forest	1,150	1,098	52
Marble Valley Transit	5,000	5,000	-
Total Taxes and Assessments	17,890	16,548	1,342
HEALTH AND WELFARE			
Rutland Conservation District	75	75	-
Rutland Mental Health	2,200	2,200	-
George D. Aiken RC&D	50	50	-
Rutland Area Visiting Nurse, Hospice	4,006	4,006	-
Rutland Area Agency on Aging	500	500	-
Health Officer	250	250	-
Regional Ambulance Service, Inc.	9,400	9,400	-
Rutland County Women's Network & Shelter	400	400	-
BROC	500	500	-
Association of Retarded Citizens	300	300	-
Total Health and Welfare	17,681	17,681	-
STREET LIGHTS	28,875	27,862	1,013
OTHER COMMITMENTS			
Library	40,000	40,000	-
Marble Bridge Repair	1,000	9,136	(8,136)
Equipment	25,000	67,301	(42,301)
Total Other Commitments	66,000	116,437	(50,437)
PROCTOR SCHOOL DISTRICT	1,553,442	1,553,442	-
TOTAL EXPENDITURES	$2,441,402	$2,408,196	$ 33,206

SCHEDULE B-1

TOWN OF PROCTOR, VERMONT
DEBT SERVICE FUND
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2002

	Wastewater Improvement Bond
REVENUE	
Total Revenues	$ -
EXPENDITURES	
Debt Service:	
Principal Payments	30,000
Interest Payments	13,290
Total Expenditures	43,290
Deficiency of Revenues over Expenditures	(43,290)
OTHER FINANCING SOURCES	
Transfer from General Fund	43,290
Total Other Financing Sources	43,290
Excess of Revenues and Other Financing Sources Over Expenditures	-
FUND BALANCE AT BEGINNING OF YEAR	-
FUND BALANCE AT END OF YEAR	$ -

TOWN OF PROCTOR, VERMONT **SCHEDULE C-1**

ENTERPRISE FUNDS

COMBINING BALANCE SHEET

JUNE 30, 2002

ASSETS

	Wastewater Fund	Water Fund	Total
CURRENT ASSETS			
Cash:			
Money Markets	$ 102,392	$187,756	$ 290,148
Certificates of Deposit	191,512	166,775	358,287
Wastewater Charges Receivable	56,655	-	56,655
Water Rents Receivable	-	56,232	56,232
Due from Other Funds	2,014	-	2,014
Total Current Assets	352,573	410,763	763,336
PROPERTY, PLANT AND EQUIPMENT			
Land	2,200	-	2,200
Land Improvements	365,577	-	365,577
Buildings	410,876	481,574	892,450
Improvements Other than Buildings	3,701,534	159,529	3,861,063
	4,480,187	641,103	5,121,290
Less: Accumulated Depreciation	(1,362,246)	(87,474)	(1,449,720)
Net Property, Plant and Equipment	3,117,941	553,629	3,671,570
TOTAL ASSETS	$3,470,514	$964,392	$4,434,906

LIABILITIES AND FUND EQUITY

	Wastewater Fund	Water Fund	Total
LIABILITIES			
Accounts Payable	$ 73,180	$ 2,596	$ 75,776
Accrued Payroll	1,313	1,313	2,626
Other Liabilities	1,910	496	2,406
Bond Payable	-	200,000	200,000
Due to Other Funds	-	10,385	10,385
Total Liabilities	76,403	214,790	291,193
FUND EQUITY			
Contributed Capital:			
Federal	2,145,901	-	2,145,901
State of Vermont	1,503,991	166,668	1,670,659
Total Contributed Capital	3,649,892	166,668	3,816,560
Less: Accumulated Depreciation Transfers	1,163,580	21,657	1,185,237
Net Contributed Capital	2,486,312	145,011	2,631,323
Retained Earnings:			
Unreserved - Investment in Property, Plant and Equipment	631,629	70,271	701,900
Operating Surplus	276,170	534,320	810,490
Total Retained Earnings	907,799	604,591	1,512,390
Total Fund Equity	3,394,111	749,602	4,143,713
TOTAL LIABILITIES AND FUND EQUITY	$3,470,514	$964,392	$4,434,906

TOWN OF PROCTOR, VERMONT
ENTERPRISE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN RETAINED EARNINGS
FOR THE YEAR ENDED JUNE 30, 2002

	Wastewater Fund	Water Fund	Total
OPERATING REVENUES			
Charges/Rents	$147,712	$136,825	$284,537
OPERATING EXPENSES			
Personal Services	31,759	31,759	63,518
Health and Accident Insurance	7,276	7,276	14,552
Retirement	442	442	884
Social Security Tax	2,429	2,430	4,859
Unemployment Insurance	56	56	112
Operating Supplies	354	1,200	1,554
Maintenance Supplies	358	112	470
Postage and Envelopes	16	333	349
Gas and Oil	900	1,082	1,982
Vehicle Expense and Repairs	354	353	707
Small Tools and Equipment	293	827	1,120
Chlorine	-	5,553	5,553
Fluoride	-	2,459	2,459
Taxes on Water Shed	-	9,986	9,986
Heat	1,938	2,507	4,445
Electricity	26,322	2,701	29,023
Telephone	667	2,733	3,400
Rentals	368	368	736
Filter Plant Repair	-	1,556	1,556
Filter Plant Equipment	-	624	624
Water Tank Filtration	-	1,171	1,171
Line Repairs and Maintenance	3,730	6,268	9,998
Improvements and Repairs - Machinery, Equipment, and Building	635	269	904
General Insurance	2,758	2,000	4,758
Travel/Meetings	38	161	199
Dues	-	125	125
Contract Services	1,750	17,323	19,073
Lab Tests	2,602	1,615	4,217
Permit Fees	-	4,732	4,732
Polymers	-	9,874	9,874
Soda Ash	-	2,419	2,419

TOWN OF PROCTOR, VERMONT
ENTERPRISE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN RETAINED EARNINGS
FOR THE YEAR ENDED JUNE 30, 2002

	Wastewater Fund	Water Fund	Total
OPERATING EXPENSES (Continued)			
Well house Repair	-	102	102
Well House Electricity	-	1,093	1,093
Pumping Stations Electricity	7,288	-	7,288
Pumping Stations Improvements and Repairs - Machinery and Equipment	2,536	-	2,536
Depreciation	109,513	13,427	122,940
Miscellaneous	5,272	528	5,800
Total Operating Expenses	209,654	135,464	345,118
Operating Income (Loss) Before Non-Operating Revenues (Expenses) and Operating Transfers	(61,942)	1,361	(60,581)
NON-OPERATING REVENUES (EXPENSES)			
Timber Sales	-	28,340	28,340
Interest Income	15,943	10,749	26,692
Interest Expense	-	(11,065)	(11,065)
Net Non-Operating Revenues (Expenses)	15,943	28,024	43,967
Net Income (Loss) Before Operating Transfers	(45,999)	29,385	(16,614)
OPERATING TRANSFERS			
Depreciation on Assets Acquired with Grant Funds	92,372	3,333	95,705
Total Operating Transfers	92,372	3,333	95,705
Net Income	46,373	32,718	79,091
RETAINED EARNINGS AT BEGINNING OF YEAR	861,426	571,873	1,433,299
RETAINED EARNINGS AT END OF YEAR	$907,799	$604,591	$1,512,390

TOWN OF PROCTOR, VERMONT

ENTERPRISE FUNDS

COMBINING STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2002

	Wastewater Fund	Water Fund	Total
CASH FLOWS FROM OPERATING ACTIVITIES:			
Operating Income (Loss)	$(61,942)	$ 1,361	$(60,581)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by Operating Activities:			
Depreciation	109,513	13,427	122,940
(Increase) Decrease in:			
Sewer Charges Receivable	(3,363)	-	(3,363)
Water Rents Receivable	-	(4,604)	(4,604)
Increase (Decrease) in:			
Accounts Payable	72,638	(1,127)	71,511
Accrued Payroll	77	77	154
Total Adjustments	178,865	7,773	186,638
Net Cash Provided by Operating Activities	116,923	9,134	126,057
CASH FLOWS FROM INVESTING ACTIVITIES:			
Interest Received	15,943	10,749	26,692
Purchase of Property, Plant and Equipment	(182,682)	(13,024)	(195,706)
Timber Sales	-	28,340	28,340
Net Cash Provided by (Used in) Investing Activities	(166,739)	26,065	(140,674)
CASH FLOWS FROM FINANCING ACTIVITIES:			
Principal Paid on Bond	-	(20,000)	(20,000)
Interest Paid on Bond	-	(11,065)	(11,065)
Increase in Amount Due to General Fund	(7,012)	10,810	3,798
Net Cash Provided by (Used in) Financing Activities	(7,012)	(20,255)	(27,267)
NET INCREASE (DECREASE) IN CASH	(56,828)	14,944	(41,884)
CASH AT BEGINNING OF YEAR	350,732	339,587	690,319
CASH AT END OF YEAR	$293,904	$354,531	$648,435
Cash consisted of the following:			
Money Markets	$102,392	$187,756	$290,148
Certificates of Deposit	191,512	166,775	358,287
Total	$293,904	$354,531	$648,435

TOWN OF PROCTOR, VERMONT **SCHEDULE D-1**

EXPENDABLE TRUST FUNDS

COMBINING BALANCE SHEET

JUNE 30, 2002

	Riverside Cemetery Fund	Mortimer R. Proctor Fund	Reappraisal Fund	Total
ASSETS				
CASH				
Money Markets	$ 25,143	$42,503	$26,664	$ 94,310
Certificates of Deposit	102,876	-	-	102,876
Total Cash	128,019	42,503	26,664	197,186
DUE FROM GENERAL FUND	75	-	-	75
TOTAL ASSETS	$128,094	$42,503	$26,664	$197,261
LIABILITIES AND FUND BALANCE				
LIABILITIES				
Due to General Fund	$ -	$ 439	$ -	$ 439
FUND BALANCE	128,094	42,064	26,664	196,822
TOTAL LIABILITIES AND FUND BALANCE	$128,094	$42,503	$26,664	$197,261

EXPENDABLE TRUST FUNDS **SCHEDULE D-2**

COMBINING STATEMENT OF REVENUES,

EXPENDITURES AND CHANGES IN FUND BALANCE

FOR THE YEAR ENDED JUNE 30, 2002

REVENUES				
Interest Earned	$ 4,524	$ 957	$ 482	$ 5,963
Sale of Lots and Perpetual Care	4,785	-	-	4,785
Trust Funds	-	30,707	-	30,707
State of Vermont	-	-	5,250	5,250
Total Revenues	9,309	31,664	5,732	46,705
EXPENDITURES				
Mowing (Highway Department)	4,500	-	-	4,500
Administrative Fee (General Fund)	650	-	-	650
Swimming Pool (General Fund)	-	12,000	-	12,000
Swimming Pool Other Projects	-	1,200	-	1,200
Skating Rink (General Fund)	-	3,000	-	3,000
Youth League	-	30	-	30
Cemetery	-	4,300	-	4,300
Town Records	-	704	-	704
Fire Department Pagers	-	5,710	-	5,710
Total Expenditures	5,150	26,944	-	32,094
Excess of Revenues Over Expenditures	4,159	4,720	5,732	14,611
FUND BALANCE AT BEGINNING OF YEAR	123,935	37,344	20,932	182,211
FUND BALANCE AT END OF YEAR	$128,094	$42,064	$26,664	$196,822

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Selectmen
Town of Proctor, Vermont

We have audited the general purpose financial statements of the Town of Proctor, Vermont as of and for the year ended June 30, 2002, and have issued our report thereon dated December 12, 2002, which was qualified due to the omission of the general fixed assets account group. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Town of Proctor, Vermont's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards.*

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Town of Proctor, Vermont's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Town of Proctor, Vermont's ability to record, process, summarize and report financial data consistent with the assertions of management in the general purpose financial statements. Reportable conditions are described as follows:

Segregation of Duties

The individual responsible for the recording of cash transactions, depositing cash, check writing and check signing is also responsible for the reconciliation of the various cash accounts with the bank and books. We understand that the number of accounting staff at the Town Office is limited and that the two individuals at the Town Office may perform each others duties at various times during the year such that the segregation of accounting duties is impossible. We do believe, however, that the individual who is not responsible for the recording of cash transactions, check writing and check signing of a respective cash account should be responsible for reconciling of that cash account.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe none of the reportable conditions described above are material weaknesses. We also noted other matters involving the internal control over financial reporting that we have reported to management of the Town of Proctor, Vermont in a separate letter dated December 12, 2002.

This report is intended solely for the information and use of the audit committee, management and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

Selkirk Buzzell, P.C.

December 12, 2002
Rutland, Vermont
Reg. No. 119

Town of Proctor Proposed Expenditure Budget July 1,2003-June 30,2004

Department	Budget 2002-2003	Actual Jan. 15,03	Estimated June 30,03	Budget 2003-2004	Change
Administration					
Select Board	3,000-	2,250-	3,000-	3,000-	
Secretary Service	1,680-		1,680-	1,680-	
Administrative Assist.				35,000-	
Fica	358-	173-	358-	3,036-	
H & A Insurance				11,323-	
Travel-Meetings	1,600-	100-	1,600-	1,600-	
Total Administration	6,638-	2,523-	6,638-	55,639-	49,001-
Town Clerk-Treas.					
Personal Service	47,268-	24,310-	47,268-	47,996-	
H & A Insurance	5,304-	2,442-	5,419-	6,276-	
Retirement	3,060-	1,277-	3,060-	3,062-	
Fica	3,616-	1,860-	3,616-	3,672-	
Unemployment	110-	41-	65-	100-	
Office Supplies	3,000-	2,676-	3,600-	3,500-	
Postage,Envelopes	2,600-	1,689-	2,600-	2,800-	
Advertising	2,000-	787-	1,800-	2,000-	
Travel-Meetings	250-	30-	250-	250-	
Town Report,Budget	3,100-		3,100-	3,100-	
Computer Service	725-	338-	950-	950-	
Total Clerk- Treas.	71,033-	35,450-	71,728-	73,706-	2,673-
Listers					
Personal Service	4,300-		4,300-	4,300-	
Fica	329-		329-	329-	
Software, support	570-	152-	300-		
Postage,Envelopes	120-	2-	100-	150-	
Telephone	450-	172-	400-	450-	
Travel-Meetings	250-	60-	250-	250-	
Professional Service	7,200-		7,200-	2.800-	
Reappraisal	89,000-	46,908-	87,000-		
Property Map Update	800-		800-	800-	
Total Listers	103,019-	47,294-	100,679-	9,079-	(93,940-)
Elections	2,000-	891-	1,500-	2,000-	-0-
Professional Service					
Tax Coll./fica	765-	379-	765-	765-	
Accounting	9,200-		9,400-	9,400-	
Legal	2,400-	430-	2,000-	2,400-	
Total Professional Serv.	12,365-	809-	12,165-	12,565-	200-
Municipal Building					
Heat	1,600-	766-	1,600-	1,600-	
Electricity	1,700-	779-	1,700-	1,700-	
Telephone	1,100-	564-	1,100-	1,100-	
Imp./Rep. Building	1,000-		600-	500-	
Building Maintenance	2,000-		2,000-	500-	
Equipment Maint.	500-	90-	500-	500-	
Equipment Replacement	600-		600-	600-	
Total Municipal Building	8,500-	2,199-	8,100-	6,500-	(2,000-)

Town of Proctor Proposed Expenditure Budgets July 1,2003-June 30,2004

Department	Budget 2002-2003	Actual Jan. 15,03	Estimated June 30,03	Budget 2003-2004	Change
Boards & Agencies					
Planning Commission	1,000-		1,000-	1,000-	
Rutl.Reg. Commission	500-	500-	500-	500-	
Zoning	2,000-		1,500-	1,000-	
Total Boards & Agencies	3,500-	500-	3,000-	2,500-	(1,000-)
General Insurance					
Property	300-	256-	256-	300-	
Mun.Equip. Floater	150-	128-	128-	150-	
Umbrella Liability	250-	218-	218-	250-	
Public Off. Liability	2,200-	1,903-	1,903-	2,200-	
Public Off. Bond	350-		350-	350-	
Workmens Comp.	300-	83-	250-	300-	
Vehicle	150-	128-	128-	150-	
General Liability	2,200-	1,936-	1,936-	2,200-	
Total General Ins.	5,900-	4,652-	5,169-	5,900-	-0-
Debt Service					
Interest	1,000-		-0-	1,000-	-0-
Solid Waste Disposal					
Personal Service	5,977-	2,387-	5,600-	5,200-	
Fica	457-	183-	428-	400-	
Uemployment	25-	7-	15-	25-	
General Insurance	300-	295-	295-	325-	
Transfoer Box	32,506-	17,429-	32,555-	33,329-	
Recycling Box	1,500-	523-	1,240-	1,200-	
White Goods	700-	332-	700-	700-	
Metal Waste Disp.		880-	880-		
Tires	800-		750-	800-	
Miscellaneous		112-	112-	5,000-	
Curbside Garbage	89,658-	49,148-	88,845-	91,144-	
Curbside Recycling	25,500-	13,029-	26,383-	27,043-	
Total Solid Waste	157,423-	84,325-	157,883-	165,166-	7,743-
Fire Department					
Personal Service	5,000-		5,000-	5,000-	
Operating supplies	1,300-		1,300-	1,300-	
Protective Equipment	6,000-	5,000-	4,200-	6,000-	
Gas & Oil	1,000-	110-	600-	1,000-	
Vehicle Exp./Rep.	3,000-	152-	2,100-	3,000-	
Small Tools,Equipment	3,000-	162-	3,000-	3,000-	
Heat	2,000-	419-	1,500-	2,000-	
Electricity	1,200-	1,126-	850-	1,200-	
Telephone	2,200-	786-	1,200-	2,200-	
Communications	2,000-	366-	1,300-	4,000-	
Uniform Replacement	750-		750-	750-	
Imp./Rep. Building	2,200-	852-	2,000-	2,200-	
Imp./Rep. Equipment	1,100-	7-	900-	1,100-	
Sinking Fund	40,.000-		40,000-	40,000-	
General Insurance	5,400-	4,324-	5,250-	5,400-	
Training	2,000-		1,500-	2,000-	
Fire Prevention	250-		250-	1,000-	
Misc.Dues,Travel	750-	418-	650-	1,050-	
Hepatitis Vaccine	200-			400-	
Total Fire Department	79,350-	15,332-	72,350-	82,600-	3,250-

Town of Proctor Proposed Expenditure Budgets July 1,2003- June 30,2004

Department	Budget 2002-2003	Actual Jan. 15,03	Estimated June 30,03	Budget 2003-2004	Change
Police					
Traffic Lights	717-	349-	721-	725-	
Animal control	600-	479-	700-	700-	
General Insurance	200-	156-	156-	200-	
Contract Service	42,016-	21,007-	42,016-	45,466-	
Total Police	43,533-	21,991-	43,593-	47,091-	3,558-
Swimming Pool					
Personal Service	15,700-	15,448-	15,700-	18,161-	
Fica	1,201-	1,182-	1,201-	1,380-	
Operating Supplies	800-		700-	600-	
Maintenance Supplies	500-		500-	500-	
Chlorine	1,400-	16-	1,400-	300-	
Electricity	375-	198-	350-	325-	
Telephone	370-	89-	360-	250-	
Imp./Repair Bldg.	300-	467-	467-	1,570-	
General Insurance	850-	838-	838-	850-	
Advertising	250-		250-	200-	
Refrigerator				600-	
Swim Suits				500-	
Training				900-	
Miscellaneous	300-	7-	300-	250-	
Total Pool	22,046-	18,245-	22,066-	26,386-	4,340-
Skating Rink					
Personal Service	4,000-		4,000-	4,000-	
Fica	306-		306-	306-	
Maint. Supplies	250-	192-	250-	250-	
Vehicle Exp./Rep.	350-		150-	350-	
Heat	500-	174-	400-	450-	
Electricity	425-	137-	295-	425-	
Telephone	350-	148-	350-	350-	
Imp./Rep. Bldg.	300-	119-	300-	300-	
General Insurance	285-	283-	283-	285-	
Miscellaneous	150-		50-	150-	
Total Rink	6,916-	1,963-	6,384-	6,866-	(50-)
Parks	500-		500-	2,000-	1,500-
Special Service					
Street Lights	28,875-	14,123-	27,150-	28,875-	-0-
Taxes & Assessments					
County Tax	9,800-		10,373-	9,800-	
VLCT	1,220-	1,220-	1,220-	1,508-	
Marble Valley Transit	5,000-	2,500-	5,000-	5,000-	
Tax,Town Forest	1,150-	1,183-	1,183-	1,300-	
Total Taxes & Assessments	17,170-	4,903-	17,776-	17,608-	438-
Special Appropriations					
Rutland Area Visiting Nurse	3,600-	1,800-	3,600-	3,600-	
Health Officer	250-	250-	250-	250-	
Rutland Mental Health	2,000-	1,000-	2,000-	2,000-	
Rutland Area Agcy. On Aging	450-	450-	450-	450-	
Regional Ambulance	7,977-	7,977-	7,977-	7,977-	
Rutl.Cty.Women's N & S	360-	360-	360-	360-	
BROC	450-	450-	450-	450-	
Assoc. Retarded Citizens	270-	270-	270-	270-	
Rutland Conservation Dist.	75-	75-	75-	75-	
RSVP					
Total Special Appropriations	15,432-	12,632-	15,432-	15,432-	-0-

Town of Proctor Proposed Expenditure Budgets July 1,2003-June 30,2004

Department	Budget 2002-2003	Actual Jan. 15,03	Estimated June 30,03	Budget 2003-2004	Change
Other Commitments					
Marble Bridge	1,000-		1,000-	1,000-	
Equipment fund	25,000-	5,500-	25,000-	25,000-	
Library	40.000-	20,000-	40,000-	41,500-	
Total Other Committements	66,000-	25,500-	66,000-	67,500-	1,500-
Total Town General & Other Committements	651,200-	278,299-	640,113-	628,413-	(22,787-)

Town of Proctor Proposed Highway Budgets July 1,2003-June 30,2004

Department	Budget 2002-2003	Actual Jan.15,03	Estimated June 30,03	Budget 2003-2004	Change
Revenue:					
Labor & Trucking	6,500-		6,500-	6,500-	
Sale of Supplies	1,800-		1,800-	1,800-	
State of Vermont	54,500-	29,905-	54,500-	54,500-	
Taxes	257,196-		243.505-	277,938-	
Total Revenue	319,996-	29,905-	306,305-	340,738-	20,742-
Expenses					
Personal Service	91,628-	40,957-	85,900-	102,288-	
H & A Insurance	26,400-	10,815-	24,642-	36,268-	
Retirement	2,608-	805-	1,429-	1,507-	
Fica	7,010-	3,072-	6,572-	7,825-	
Unemployment	250-	170-	200-	250-	
Gas & oil	6,500-	3,273-	6,000-	6,500-	
Vehicle Exp./Rep.	8,000-	4,568-	6,200-	8,000-	
Tools,Equipment	3,000-	2,541-	3,000-	3,000-	
Rentals	800-	267-	550-	600-	
Highway Repairs	1,500-	398-	1,500-	1,500-	
Hwy. Improvements	130,000-	93,029-	128,000-	130,000-	
Sand,Salt,Blades	30,000-	15,952-	30,000-	30,000-	
Salt Shed Elec.	300-	54-	200-	200-	
Tree Removal	1,000-	500-	1,000-	1,000-	
Signs	750-	157-	600-	750-	
General Insurance	8,300-	7,792-	7,792-	8,300-	
Travel-Meetings	100-		100-	100-	
Town Garage					
Heat	300-	256-	256-	300-	
Electricity	300-	182-	300-	300-	
Telephone	650-	342-	540-	450-	
Rentals	150-		150-	150-	
Imp./Rep. Bldg.		837-	837-	1,000-	
General Insurance	450-	385-	385-	450-	
Miscellaneous		152-	152-		
Total Expenditures	319,996-	186,504-	306,305-	340,738-	20,742-

Town of Proctor Summary of proposed Expenditure Budgets July 1,2003 to June 30,2004

Department	Budget 2002-2003	Actual Jan. 15,03	Estimated June 30,03	Budget 2003-2004	Change
Administration	6,638-	2,523-	6,638-	55,639-	49,001-
Town Clerk-Treas.	71,033-	35,450-	71,728-	73,706-	2,673-
Listers	103,019-	47,294-	100,679-	9,079-	(93,940-)
Elections	2,000-	891-	1,500-	2,000-	-0-
Professional Service	12,365-	809-	12,165-	12,565-	200-
Municipal Building	8,500-	2,199-	8,100-	6,500-	(2,000-)
Boards & Agencies	3,500-	500-	3,000-	2,500-	(1,000-)
General Insurance	5,900-	4,652-	5,169-	5,900-	-0-
Debt Service	1,000-			1,000-	-0-
Solid Waste Disposal	157,423-	84,325-	157,883-	165,166-	7,743-
Fire Department	79,350-	15,332-	72,350-	82,600-	3,250-
Police	43,533-	21,991-	43,593-	47,091-	3,558-
Pool	22,046-	18,245-	22,066-	26,386-	4,340-
Skating Rink	6,916-	1,963-	6,384-	6,866-	(50-)
Parks	500-		500-	2,000-	1,500-
Street Lights	28,875-	14,123-	27,150-	28,875-	-0-
Taxes & Assessments	17,170-	4,903-	17,776-	17,608-	438-
Special Appropriations	15,432-	12,632-	15,432-	15,432--	-0-
Marble Bridge	1,000-		1,000-	1,000-	-0-
Equipment Fund	25,000-	5,500-	25,000-	25,000-	-0-
Library	40,000-	20,000-	40,000-	41,500-	1,500-
Sub Total	651,200-	278,299-	640,113-	628,413-	(22,787-)
Highway	319,996-	156,504-	305,305-	340,738-	20,742-
Wastewater Bond	42,068-	36,343-	42,068-	40,815-	(1,253-)
Total Expenditures	1,013,264-	471,146-	987,486-	1,009,966-	(3,298-)
			Article 2-	41,500-	
			Article 3-	340,738-	
			Article 4-	586,913-	
			Waste Water Bond	40,815-	
				1,009,966-	

Town of Proctor Proposed Revenue Budgets for Period of July 1, 2003 to June 30, 2004

Department	Budget 2002-2003	Actual Jan. 15,03	Estimated June 30,03	Budget 2003-2004	Change
Taxes					
Current	734,022	335,806-	624,022-	863,148-	
Delinquent	25,000-	73,828-	93,078-	25,000-	
Interest on Taxes	15,000-	6,645-	10,200-	10,000-	
Total Taxes	774,022-	416,279-	727,320-	898,148-	
Office Fees	8,000-	9,581-	11,200-	10,000-	
Beverage Licenses	250-		250-	250-	
Dog Licenses	700-	100-	700-	700-	
Cemetery	650-		650-	650-	
School Fees	14,000-		14,000-	14,000-	
Town Forest R/O Way	318-		318-	318-	
Transfer Station Fees	800-	777-	850-	800-	
MRP-Pool	12,000-		12.000-	12,000-	
MRP-Rink	3,000-		3,000-	3,000-	
Minnie Proctor Pool	2,500-		2,500-	2,500-	
Local Ordinance Fines	4,000-	1,887-	3,000-	3,000-	
Interest Earned	3,000-	1,008-	1,500-	1,800-	
Total Fees-Other	50,218-	13,353-	49.968-	49,018-	
Funds to open	95,224-	83,394-	83,394-		
		35,025-	35,025-		
Money Mrk. Reappr.	31,000-	26,817-	31,000-		
Highway					
S/O Vermont	54,500-	29,905-	58,800-	54,500-	
Labor & Trucking	6,500-		6,500-	6,500-	
Sale Supplies	1,800-		1,800-	1,800-	
Total Highway	62,800-	29,905-	67,100-	62,800-	
Total Town & Highway	1,013,264-	569,748-	993,907-	1,009,966	(3,298-)

Comparison of Taxes To Be Raised	2001-2002	2002-2003	2003-2004	Change
Library	40,000-	40,000-	41,500-	
Highway	265,310-	257,196-	277,938-	
Town	306,657-	339,883-	448,020-	
Bridge Account	1,000-	1,000-	1,000-	
Equipment Fund	25,000-	25,000-	25,000-	
Street Lights	28,875-	28,875-	28,875-	
Waste Water Bond	43,290-	42,068-	40,815-	
Total	710,132-	734,022-	863,148-	129,126-

Town of Proctor Waste Water Department Proposed Budgets July 1,2003-June 30,2004

Department	Budget 2002-2003	Actual Jan.15,03	Estimated June 30,03	Budget 2003-2004	Change
Revenue					
Wastewater Service	148,753-	63,354-	125,753-	148,753-	
Delinquent Service Fees	7,827-	17,137-	18,500-	7,789-	
Total Revenue	156,400-	80,491-	144,253-	156,542-	142-
Expenses					
Personal Service	32,739-	15,248-	32,739-	40,781-	
H & A Insurance	7,904-	3,077-	8,204-	12,113-	
Retirement	1,252-	296-	1,192-	1,228-	
Fica	2,505-	1,278-	2,505-	3,120-	
Unemployment	100-	47-	100-	100-	
Operating Supplies	500-	499-	650-	600-	
Maint. Supplies	500-	809-	810-	500-	
Gas & Oil	900-	32-	937-	900-	
Vehicle Exp./Repair	500-		400-	500-	
Small Tools	400-	152-	400-	300-	
Heat	2,000-	641-	2,000-	2,000-	
Electricity	25,500-	16,884-	24,200-	25,500-	
Telephone	600-	302-	600-	600-	
Rentals	400-	268-	400-	400-	
Line Repair	-0-	3,632-	3,632-	5,000-	
Lagoon Drainage	3,500-				
Imp./Repair Building		42-	42-	200-	
Imp./Repair Machinery	2,000-	145-	1,500-	2,000-	
Equipment Maint.	900-	625-	900-	500-	
Sinking fund	45,000-		45,000-	45,000-	
General Insurance	3,000-	2,774-	2,774-	3,000-	
Travel-Meetings	250-		200-	250-	
Contract Service	1,750-		1,750-	1,750-	
Lab Test	2,000-	787-	2,000-	2,000-	
Spec. Testing	500-				
Chemicals	500-		500-	500-	
Miscellaneous		736-	736-		
Pump Station Electricity	8,000-	2,815-	6,000-	6,000-	
Imp./Rep.Fixtures	200-	34-	200-	200-	
Imp./Rep. Machinery	13,000-			1,500-	
Total Waste Water	156,400-	51,123-	140,371-	156,542-	142-

Town of Proctor Water Department Proposed Budgets for July 1,2003-June 30,2004

Department	Budget 2002-2003	Actual Jan. 15,03	Estimated June 30, 2003	Budget 2003-2004	Change
Revenue					
Water Service	135,541-	60,352-	113,541-	135,541-	
Delinquent Service Fees	4,987-	19,670-	20,500-	8,250-	
Total Revenue	140,528-	80,022-	134,041-	143,791-	3,263-
Expenses					
Personal Service	32,739-	16,702-	32,739-	40,781-	
H & A Insurance	7,904-	3,692-	8,204-	12,113-	
Retirement	1,252-	296-	1,192-	1,228-	
Fica	2,505-	1,278-	2,505-	3,120-	
Unemployment	100-	47-	100-	100-	
Operating Supplies	1,200-	1,056-	1,200-	1,500-	
Maint. Supplies	500-	27-	450-	200-	
Postage	300-	118-	300-	300-	
Gas & Oil	900-	32-	932-	900-	
Vehicle Exp./Rep.	500-	186-	400-	500-	
Tools,Equipment	500-	44-	400-	500-	
Chlorine	6,000-	2,759-	5,500-	6,000-	
Flouride	2,800-	882-	2,200-	2,800-	
Heat	2,700-	1,541-	2,700-	2,700-	
Electricity	2,300-	1,415-	2,300-	2,300-	
Telephone	2,000-	1,023-	2,000-	2,000-	
Rentals	400-	268-	400-	400-	
Well House,Electricity	700-	442-	700-	700-	
Well House, Repair	500-	66-	300-		
Filter Plant Repair	500-	502-	502-	500-	
Filter Equip./Mach.	500-	813-	814-	500-	
Line Repair	2,000-	1,673-	2,000-	2,000-	
Imp./Repair Intake	3,000-	2,005-	2,100-	800-	
Sinking Fund	10,658-		5,756-	3,799-	
General Insurance	2,200-	1,993-	1,993-	2,200-	
Travel-Meetings	200-		200-	200-	
Dues	100-	60-	100-	100-	
Taxes, Water Shed	10,300-	10,034-	10,034-	10,500-	
Water Tank-Filtration					
Contract Service	1,750-	2,500-	2,500-	2,500-	
Lab Test S/O Vt.	1,000-	473-	1,000-	1,000-	
Permit Fees	3,400-	2,009-	3,400-	3,400-	
Polymers	7,000-	3,915-	7,000-	7,000-	
Soda Ash	2,000-	1,156-	2,000-	2,000-	
Bond Payment	20,000-	20,000-	20,000-	20,000-	
Bond Interest	10,120-	5,300-	10120-	9,150-	
Total Water	140,528-	84,307-	134,041-	143,791-	3,263-

Town of Proctor Sinking and Equipment Replacement Funds
For period of July 1,2002 to December 31,2002

Town of Proctor Equipment Fund		
Balance July 1,2002		$63,334.78
Revenue		
Interest	819.19	
Sale of truck	2,500.00	
Total Revenue		3,319.19
Balance December 31,2002		$66,653.97
Town of Proctor Office Equipment		
Balance July 1,2002		$2,432.24
Revenue		
Interest	16.11	
Total Revenue		16.11
Balance December 31,2002		$2,448.35
Town of Proctor Riverside Cemetery		
Balance July 1,2002		$128,273.89
Revenue		
Interest	1,478.26	
Total Revenue		1,478.26
Balance December 31,2002		$129,752.15
Water Account		
Balance July 1,2002		$354,521.85
Revenue		
Interest	4,676.47	
Timber Sale	85,020.00	
Total Revenue		89,676.47
Disbursements		
Hutchinson Forestry Service	17,004.00	
Total Disbursements		17,004.00
Balance December 31.2002		$427,214.32
Town of Proctor Fire Department		
Balance July 1,2002		$93,912.99
Revenue		
Interest	673.60	
MRP Fund	6,000.00	
Total Revenue		6,673.60
Balance December 31,2002		$100,586.59

Town of Proctor Sinking and Equipment Replacement Funds
For period of July 1,2002 to December 31,2002

Town of Proctor Grand List Fund

Balance July 1,2002		**$26,664.00**
Revenue		
Interest	**152.71**	
Total Revenue		**152.71**
Balance December 31,2002		**$26,816.80**

********** ********** **********

Town of Proctor Waste Water Sinking Fund

During the summer and fall of 2002 work was done at the Waste Water Treatment facility including upgrade of electrical wiring, removal of existing aeration system, installation of new aeration system and lagoon cleaning. An Agreement for removal and replacement of aeration system was entered into On March 15,2002 with Neagley & Chase Construction Company after change orders in the amount of $93,910.00. An estimated project quote from P & H Senesac Inc. was accepted for lagoon cleaning of $243,048.75 with final payment amounting to $183,584.30.

Total Project Expenditures as follows:

J.P.S. Electric	$ 6,945.00
Corliss Machine Co.	695.09
Red Hed Supply	14,511.18
Winmill	1,250.00
Neagley & Chase	93,910.00
P.H. Senesac	183,584.30
Forcier Aldrich	2,187.13
Parkson Corp.	67,100.00
R.T.D. Enterprise	22,018.38
Various Vendors	1,249.95
Total Expenses	$393,450.93

Sid Jones
Clerk

Town of Proctor Waste Water Sinking Fund Account
For Period of July 1,2002 to December 31,2002

Balance July 1,2002		$293,903.72
Revenue		
Interest	2,566.91	
Disbursements	280,679.44	
Balance December 31,2002		$ 15,791.19

Town of Proctor Bridge Account

On January 3, 1995 the Town of Proctor entered into a Finance and Maintenance Agreement with the State of Vermont, Agency of Transportation for rehabilitation of the Marble Bridge and was originally scheduled by the Agency to be in their construction budget of 1998. However, this was changed and the bridge was moved back in their schedule of projects. During review of the project it was agreed that the waste water force main which was enclosed beneath the bridges north sidewalk be relocated to the south side of the bridge along the creek bottom. This would be part of the overall project and covered under the original agreement. Also at this time under the amended agreement the State will pay 95% of the rehabilitation and the Town 5%.

On April 26, 1999 Notice of Award was given to the Belden Company, Inc. for relocation of the wastewater main and this was completed during the summer with Final Acceptance made on October 25, 1999. The cost of this relocation was $136,213.47 with the Town's portion (5%) being $6,810.77.

The State of Vermont awarded the bid for fabrication of the marble railing to Granite Importers and the construction contract to Belden Company, Inc. During the summer of 2002 rehabilitation work took place with final work to be completed in the spring of 2003.

From the start of this project in 1995 to January 15, 2003 the town's five percent (5%) cost of this project has been $85,370.00 of project summary cost of approximately $1,707,400.00. The Agency of Transportation advised the town that the final billing to the town will be approximately $15,000.00 upon completion making the total cost to the town of approximately $100,370.00 for (5%) share. Payment for rehabilitation project has been from bridge sinking fund.

The town has been advised that the Gorham Bridge rehabilitation contract by the State of Vermont , Agency of Transportation has gone out for bid with a bid opening scheduled for February 2003 with schedule of construction for summer of 2003. Estimated construction being $1,134,279.00 ; however this estimation can change pending bid opening. Since the Gorham Covered Bridge is jointly owned with the Town of Pittsford the Town of Proctor's percentage of the project will be 2.5% and the Town of Pittsford 2.5%.

Sid Jones
Clerk

Town of Proctor Bridge Account for Period of July 1,2002 to December 31,2002

Balance July 1,2002		$143,931.29
Revenue		
Interest	800.07	
Disbursements	58,634.25	
		$85,347.67
Balance December 31,2002		

Town of Proctor Water Bond
Storage Tank-Filtration Plant
Average Interest 5.21%
Maturity Date-December 01,2011

Date Due	Principal	Interest
12-01-95		5,199.64
06-01-96		7,865.00
12-01-96	20,000-	7,865.00
06-01-97		7,475.00
12-01-97	20,000-	7,475.00
06-01-98		7,070.00
12-01-98	20,000-	7,070.00
06-01-99		6,650.00
12-01-99	20,000-	6,650.00
06-01-00		6,215.00
12-01-00	20,000-	6,215.00
06-01-01		5,765.00
12-01-01	20,000-	5,765.00
06-01-02		5,300.00
12-01-02	20,000-	5,300.00
06-01-03		4,820.00
12-01-03	20,000-	4,820.00
06-01-04		4,330.00
12-01-04	20,000-	4,330.00
06-01-05		3,825.00
12-01-05	20,000-	3,825.00
06-01-06		3,310.00
12-01-06	20,000-	3,310.00
06-01-07		2,785.00
12-01-07	20,000-	2,785.00
06-01-08		2,250.00
12-01-08	20,000-	2,250.00
06-10-09		1,705.00
12-01-09	20,000-	1,705.00
06-01-10		1,150.00
12-01-10	20,000-	1,150.00
06-01-11		585.00
12-01-11	20,000-	585.00
Total	$320,000-	$147,399.64
Paid Through Dec.30,02	$140,000-	$ 97,879.64
Balance Remaining	$180,000-	$ 49,520.00

Town of Proctor Waste Water Bond
Payment Schedule
Average Interest 4.37%
Maturity Date December 01,2009

Date Due	Principal	Interest
12-01-99		5,294.29
06-01-00		7,387.38
12-01-00	25,000-	7,387.38
06-01-01		6,946.75
12-01-01	30,000-	6,946.75
06-01-02		6,343.00
12-01-02	30,000-	6,343.00
06-01-03		5,724.25
12-01-03	30,000-	5,724.25
06-01-04		5,090.50
12-01-04	35,000-	5,090.50
06-01-05		4,331.88
12-01-05	35,000-	4,331.88
06-01-06		3,548.75
12-01-06	35,000-	3,548.75
06-01-07		2,748.13
12-01-07	35,000-	2,748.13
06-01-08		1,930.00
12-01-08	40,000-	1,930.00
06-01-09		975.00
12-01-09	40,000-	975.00
Total	335,000-	95,345.54
Paid Through 12-30-02	85,000-	46,648.55
Balance Remaining	255,000-	48,696.99

Town of Proctor Grand List

2002-2003	General	Town	Total
Real Estate	619,783-	54,825-	674,608-
Personal	49,290-	508-	49,798-
Total	669,073-	55,333-	724,406-
2002 Eduactaion Grand List			678,858-

2001-2002	General	Town	Total
Real Estate	618,156-	54,567-	673,083-
Personal	47,288-	385-	47,673-
Total	684,902-	54,988-	739,890-
2001 Education Grand List			673,901

Tax Rate Comparisons	2000-2001	2001-2002	2002-2003
State Education Tax Rate	1.1208	1.1174	1.1577
Local Share Tax Rate	1.1395	1.1878	1.3780
Total Education Tax Rate	2.2103	2.3052	2.5357
Municipal Tax Rate			
Library	.0557	.0541	.0552
Highway	.3497	.3586	.3550
Town General	.4276	.4145	.4946
Bridge	.0014	.0013	.0014
Equipment fund	.0348	.0338	.0345
Sub Total Municipal Tax Rate	.8692	.8620	.9153
Street Lights	.0436	.0422	.0432
Wastewater Bond	.0594	.0643	.0640
Total Municipal Tax Rate	.9722	.9688	1.0225
Total Tax Rate Municipal & Education	3.2325	3.2740	3.5522

Delinquent Taxes

Todd & Catherina Badger	01-02	1,837.37
Kathleen Burke	01-02	2,710.87
Chris Chapin	01-02	901.63
Mark Roberts-Jean Gannon	01-02	695.71
Mark & Debbie Clough	01-02	1,312.08
Brian & Lori McKearin	01-02	10.00
Denise Davine	00-01	1,000.07
	01-02	1,833.98
Roslyn Dimick	01-02	551.44
Karen Finter	99-00	259.08
	00-01	278.00
	01-02	281.56
G. Thomas Gerdon	94-95	65.97
	95-96	115.71
	96-97	120.90
	97-98	123.19
	98-99	269.27
	99-00	121.77
	00-01	131.44
	01-02	133.04
Brina Pendleton-Becky Fenton	01-02	2,979.34
Robert & Carol Protivansky	01-02	71.58
Pamela Goodwin	01-02	848.14
Patricia Rider	00-01	2,990.02
	01-02	3,418.06
Robert & Jennifer Upson	01-02	1,619.48
Wilson Castle	00-01	11,777.87
	01-02	15,907.19
Total Delinquent RE Taxes		52,364.76
Taxes Collected At 1-31-03		75,895.95
Interest to Town		6,943.75

Town of Proctor Equipment Replacement Schedule

Year -Make	Description	
2003 International	Dump Truck	2013
1996 International	Dump Truck	2005
1991 Dodge Dakota	Pick-up	
2000 Ford	F350 4 x 4 Pick-up	2005
2000 Ford	F150 4 x 4 Pick-up	2005
1989 John Deere	440E 1 ¾ Yd. Loader	2003
2001 John Deere	310SG Loader Backhoe	2010
1990 John Deere	Model 2355 Tractor	2006
2001 John Deere	445 L & G with mower	2006
2000 John Deere	4100 Compact Utility w/JD47 Snowblower	2009

TOWN PAYROLL

Todd Blow	41,781.61	Robert McMahon	225.00
Frank Beyette	30,648.70	Nancy Longley	51.25
Ray Moran	35,607.00	Wesley Flanders	369.00
Tim Blow	29,653.09	William Moncrief	54.00
Eric Palmer	3,151.50	John Poljacik	420.00
Sidney Jones	36,566.00	Hayes Therilan	45.00
Mary Dahlin	22,841.00	Dan Rabtoy	2,285.84
Richard Horner	750.00	Scott Allenby	4,165.00
Carol Grace	1,057.50	William White	3,088.00
Raymond Beyette	1,527.50	John O'Malley	2,788.00
Peter Rimsa	4,081.00	Angela Sherwin	1,615.50
William Champine	225.00	Stephanie casella	764.98
George Finch	945.00	Shannon Maas	2,524.50
Kevin McCarthy	1,317.13	Mallory McDonnell	958.11
Jaclynn McCarthy	447.25	Erin Gray	1,813.12

The Marble Bridge is finally open. Even though there is some finishing work to be completed this spring, it is not anticipated that it will be closed again. The Selectboard would like to thank the Proctor Volunteer Fire Department for keeping both sides of town safe while the bridge was closed. Additionally the Pittsford Volunteer Fire Department deserves our gratitude for providing increased mutual aid coverage during the bridge construction. With a grant obtained by Senator Jeffords it is anticipated that the Gorham Bridge will be reconstructed this summer.

This past spring the town contracted with the Rutland County Sheriff's Department to provide forty hour per week coverage. If you have safety concerns or other problems you would like the Deputy to address, please call the Rutland County Sheriff's Office.

Through the use of a State grant and with the help of the Rutland Regional Planning Commission the Proctor Planning Commission rewrote the Proctor Town Plan. The new plan was adopted this past fall. With the recent awarding of a new grant, the Planning Commission is set to begin work on revising the Zoning Regulations. The Commission is always looking for volunteers to help with these documents.

With the increased amount of regulations, state and federal mandates and town responsibilities it is becoming clear that the town will have to hire a full time town administrator. It is anticipated that the administrator will be responsible for the day to day operations of the town, working with the various volunteer committees and other duties as the Selectboard may require. The proposed budget reflects the cost of hiring an administrative assistant.

The members of the Selectboard extends its thanks to all the Swimming Pool and Skating Rink Committees the Planning Commission and all the other volunteers who work together to make Proctor a great place to live.

The town wide reappraisal will be completed soon. By May every property owner should receive a listing of every property in town showing the new assessed values.

The Selectboard meets the second and fourth Monday of each month at the town office building at 7:00 pm. The public is always welcome to attend and participate in these meetings.

Proctor Selectboard

Town of Proctor Water, Wastewater and Highway Report

Water Department

Small projects in finishing up electrical work at the filter plant and maintenance work took up the winter months.
In March the Vermont Agency of Natural Resources Water Supply Division conducted a comprehensive performance evaluation of the water department. As of this time they are working with the water department staff with goals for future projects at the water plant. The water department staff were commended for high quality drinking water which is supplied to the residents of the Town of Proctor, by Tim Raymond, Agency of Natural Resources for the State of Vermont.

Wastewater Department

Work on the upgrade of the Aeration Lagoon's was started on April 2, 2002 with the completion in the fall of 2002. Project kept the town crew as well as the contractors busy to Dec. 2002.

Highway Department

Projects Completed

Main Street - Cold Plane 9336 Sq. Yards	$ 29,408.40
Main Street - Paving 922 Tons	38,089.34
School Street-North Street to Main Street	
Reclaimed 1836 Sq. Yds	4,131.00
Paving 510 Tons	21,098.10
Curbing for School Street and North Street 663 Lin. Ft.	2,817.75
Paving upper Olympus Road 190.21 Tons	7,855.67
Repair of upper Bluff Street 54 Tons	3,134.37
Terrace Hill 58 Tons	2,085.10
Beaver Pond Road 14 Tons	812.00
Reclaimed for small repair work 98 Sq. Yds.	308.70
Sidewalk repairs High Street 1765 Sq. Ft.	1,729.70
North and School Sts. 3315 Sq. Ft.	5,105.10
Total Paving	$116,575.18

Four new doors were installed on the town garage, Southside at a cost of $7,860.00

Respectively
Raymond F. Moran
Supt. of Public Works

PLEASE NOTE:
Remember that the property owner is responsible for water line from the corporation at the water main to his/her home or business.

PROCTOR FREE LIBRARY
ANNUAL REPORT
FY 2002

INCOME

Town Funding	40,000.00
Investment	41,653.44
MRP Book Support	6,000.00
Interest (Checking)	286.07
Gifts	265.20
Book Sale	39.40
Fines/Copies	715.60
Miscellaneous	488.63
Grants (Elevator)	70,000.00
Total Income	159,448.34

EXPENSES

Personnel Services	46,204.80
FICA	3,687.43
Unemploy/Work Comp.	1,047.07
Utilities	5,890.05
Books	10,980.33
Periodicals	1,772.16
Audio/Visual Material	1,011.94
Entertainment/Ed.	672.82
General Insurance	2,294.00
Maintenance	2,890.16
Library Supplies	1,244.98
Travel/Dues/Training	678.92
Accounting Service	825.00
Other Operational Expense	150.00
Retirement Fund	1,000.00
Major Repair/Equip.	1,349.14
Automation	480.00
Elevator	54,012.98
Total Expenses	136,191.78

Thanks to a grant from the Freeman Foundation, construction of an elevator/lift was the big news for fiscal year 2002. Our new lift is complete and ready for use. Patrons need only to press the intercom button downstairs for access and an effortless ride to the main floor. Please feel free to come in and try it out.

The library continues to serve the people of Proctor and we are happy to report an increase of 109 patrons from this time last year. Use of the library averages about 1200 people per month including the many organizations that use our community room. The community room continues to be available to any Proctor resident free of charge for parties, showers, or meetings. Just call and reserve time on our calendar.

The summer reading program for 2002 was "Travel Far Pay No Fare". The title of the program was taken from the book by the same name written by Vermont author Anne Lindbergh. Twenty-five children signed up and participated. Programs included a butterfly slide show and tee shirt craft by Jerry Schneider, 3-Apple Storyteller Judith Witters, and Chuck Meese's Red Wing Puppet Theater. A good time was had by all!

Other programs presented during the year in cooperation with Catherine May and the Proctor Senior Citizens group included the Lincoln assassination by Tony O'Conner, the invention of basketball by Robert Cheney, and a musical performance by Will Danforth. We look forward to providing more of this type of entertainment during the coming year. We have also offered a pre-school story hour and continue to do so on a monthly basis from September through June. The children listen to stories, sing songs and participate in a craft. Attendance averaged twenty-five children per session.

I would again like to thank the town of Proctor, the Mortimer Proctor Fund, the library trustees, and the townspeople for their continued support.

Mary Brough
Librarian

Librarian	Mary Brough
Assistant Librarian	Ann Oakman
Part-time Assistant	Elinor Patch
Custodian	Mark Castor
Bookkeeper	Cheryl Scarzello

Trustees Jean Letola, Steve Follett, Connie Smith, Lenore Gates
Nancy Kennedy, Cheryl Dean, Michelle Miller, Ray Moran
Jim Moore

BIRTHS

DATE	CHILD	FATHER	MOTHER
Feb 9*	Sarah E. Clough	Mark D. Clough	Deborah A. Thornton
Dec 3*	Sarah B. Varney	Daniel H. Varney	Andrea L. Liebenow
Jan 27	Joseph MS Valerio	Matthew F. Valerio	Joanne F. Stockton
Mar 2	Ezra M. Robichaud	Michael G. Robichaud	Amity A. Clifford
Mar 13	Allison E. Almond	Chris J. Almond	Karen J. Haley
Mar 13	Miranda K. Martin	Matthew J. Martin	Heather M. Mullaney
May 27	Nicholas J. Brock	Justin M. Brock	Mandy M. Conte
June 7	Madelynn Flanders	Wesley D. Flanders	Kristen M. Jepson
July 3	Lucas T. Powell	Clifton R. Powell	Jennifer A. Reed
July 16	Jared W. Denis	Kipp W. Denis	Kimberly R. Pelkey
July 30	Scott M. Meighan	Joshua S. Meighan	Nichole J. Lafaso
Aug 11	Christopher B. Mayo	Benjamin A. Mayo	Cathleen D. Legault
Aug 30	Katelyn M. Storey	Paul G. Storey	Michelle Vida
Sept 23	Conner S. McKearin	Joseph P. McKearin	Cynthia J. Hughes
Oct 1	Sydney M. Wood	Ronald T. Wood Jr.	Joanne M. Flory
Oct 10	Breanna B. Johnson	Matt J. Johnson	Blaire N. Brewster
Dec 4	Rachel A. Moody	John J. Moody	Kendra J. Holmquist

* Omitted Last Year

MARRIAGES

DATE	
Jan 15	Christopher E. Arcouette Abigail E. Liker
April 21	William J. Bartlett Jr. Tammy Lin Bartley
May 18	James F. Cushman Carrie A. Clarke
June 12	Russell P. Carrara Karly F. Dahlin
June 22	Todd K. Smith Sarah A. Courcelle
July 3	Thomas M. Carvey Tara L. Racine
July 6	Joseph R. Brown Patricia de Sa
Aug 24	Cicero A. Gamez Bridget M. Kelley
Aug 24	James R. Paul Hilary E. Adams
Sept 21	Kenneth M. Jones Theresa P. Trepanier
Sept 24	Jason A. Clark Melissa T. Hogan
Oct 12	Sean P. Dufresne Carrie A. Pockett

DEATHS

DATE	DECEASED	AGE
January 12	Irene Cota	71
January 17	Sylvia E.. Tucker	81
Unknown	Joseph A Kasuba	91
February 27	Alex Gyorfi	84
April 9	Charles J. Chehy, Sr.	75
April 17	Joan F. Keyser	74
April 17	Frederick L. Zinn	92
April 24	Robert E. Wener	92
April 29	Evelyn Lanphere	95
April 30	Blanche L. Ratti	99
July 6	Michael H. Sherer	57
July 8	Ruth V. Erickson	90
August 10	Albert L. Dimick	78
August 30	Harry L. McCullough	74
October 21	Diana Carusi	86
November 16	Frederick D. Rappeno	83
December 31	Helen J. Haley	78

RUTLAND COUNTY SHERIFF'S DEPARTMENT
P.O. BOX 303
RUTLAND, VERMONT 05702-0303
802-775-8002

Sheriff R. J. Elrick

Sheriff's Annual Report

On behalf of the men and woman of the Rutland County Sheriff's Department, I am pleased to present our annual report to the citizens of Proctor. Currently operating with a staff of 60 employees including 45 Deputies (27 of them full-time) and a fleet of 23 cruisers, the Department continues to grow to meet demands for service. Our projections at this time last year suggested a growth in sworn personnel of 12-14 additional full-time Deputies over the past twelve months. We met that projection with a net increase of 14 new full-time Deputies.

At present, the Sheriff's Department provides law enforcement services under contract to seven (7) towns in the County, as well as to the National Forest Service and the Diamond Run Mall. We continue to provide a roaming countywide patrol funded through a grant from the federal COPS office. The Department provides court officers in Superior, District, Family, Probate, Magistrate, and Small Claims courts. The Department also contracts with private organizations to provide such services as traffic control, wide load escorts, and general security and enforcement. We have responsibility for prisoner transportation in Rutland County, including prisoners, juveniles and mentally ill patients. The Department is also responsible for the service of civil process.

The Sheriff's Department is pleased to continue providing contract patrols in the Town of Proctor. Deputy Chris Conway is assigned to the Town on a full-time basis. You are encouraged to approach Deputy Conway and introduce yourself to him when the opportunity occurs. He is working a blend of day and evening hours in an effort to maximize coverage and visibility. If you have a specific need or suggestion, please contact our office and ask to speak with Deputy Conway. As most of you with children in our schools are aware, Deputy Bonnie Elrick is assigned full-time as the School Resource Deputy in Proctor, covering both the elementary and junior/senior high schools. These two Deputies work together, share their respective resources, and are ready to assist you in any way they can!

Please visit us on the web at **www.rutlandsheriff.com**. In addition, residents are reminded of our countywide crime tip-line. I encourage you to call us at **802-786-0000** to report any crime or suspicious activity of any kind. The origin of your information will remain anonymous! This line should be used for information only and not to report emergencies. If you need assistance in an emergency, you should call 9-1-1. Non-emergency calls can be directed to the Sheriff's Department at 775-8002.

I encourage you to call our office or stop in with any questions, suggestions, or needs you might have throughout the year. Stay involved in your community and be a part of the solution to the problems we face throughout the year.

R. J. Elrick
Rutland County Sheriff

RUTLAND COUNTY SOLID WASTE DISTRICT

OFFICES OF:
BOARD OF SUPERVISORS
DISTRICT MANAGER
e-mail: rcswd@rcswd.com

RUTLAND COUNTY MRF
2 GREEN HILLS LANE
RUTLAND, VT 05701-3855
(802) 775-7209; FAX (802) 773-5796

ANNUAL REPORT – CALENDAR YEAR 2002

The Rutland County Solid Waste District offers a variety of solid waste, recycling, waste education, household hazardous waste, composting and administrative support programs for our sixteen member municipalities. Some services are also available to non-District communities on a fee-for-service basis. In addition, the District operates a regional drop-off center and transfer station at Gleason Road in Rutland City. District program, facility and rate information is now available on our web site, www.rcswd.com.

Waste Disposal: During 2002, residents and businesses in our member municipalities disposed of approximately 35,000 tons of municipal solid waste, nearly all of it through the District's master disposal contract with Casella Waste Management. The cost of disposal, handling and transportation from the District Transfer Station at Gleason Road to the landfill was $66.57 per ton. State taxes, district surcharge and the Rutland City Host Community Fee totaled $23.97, for a final disposal cost of $90.54 per ton.

Recycling: The District owns a Material Recovery Facility (MRF), or recycling center, off West Street in Rutland City. The MRF accepts seventeen recyclable commodities from transfer stations, commercial haulers and large generators for processing and sale for re-use.

Household Hazardous Waste: Rutland County Solid Waste District operates an extensive Household Hazardous Waste (HHW) program for district residents. The program operates year-round from the Gleason Road facility, and scheduled collections at twenty town transfer stations on Saturdays between spring and fall. The HHW program collects and safely disposes of dozens of hazardous, flammable and toxic materials such as anti-freeze, pesticides, used motor oil, asbestos, fluorescent tubes, computers and electronics. To encourage proper disposal of these items, there is no charge to District residents for most HHW services.

Other Programs: The District also offered other waste management, education and reduction programs, including construction and demolition waste, yard waste, clean wood, food waste and concrete and asphalt "earth materials" recycling. In 2002, the District recycled over 9,000 tons of processed waste concrete and asphalt. In January, the District collected and processed over 1,200 Christmas trees through the "Merry Mulch" program. The District's food waste program is operated in cooperation with the Rutland County Natural Resource Conservation District. Customers include supermarkets, greenhouses, restaurants and produce distributors. And thanks to a grant from the Agency of Natural Resources the District offered a "clean sheetrock" waste drywall program for contractors and homeowners.

Planning, Other Improvements: As required by the new state solid waste plan, the District began the process of rewriting its "Implementation Plan," which serves as a business plan for the next five years. Plan completion is expected in the Spring of 2003. During 2002 the District made several major improvements. A replacement truck was purchased for the Household Hazardous Waste program, and at Gleason Road a new vehicle scale was installed, the driveway was paved, a new scale ticket computer system was installed and a concrete pad was installed beneath the roll-off boxes at the recycling center

Jeff Wennberg, District Manager

DISTRICT MEMBER TOWNS: BRANDON, CASTLETON, CLARENDON, DANBY, HUBBARDTON, IRA, KILLINGTON, MENDON, MT. TABOR, PITTSFORD, POULTNEY, PROCTOR, RUTLAND CITY, WALLINGFORD, WELLS AND WEST RUTLAND.

802-775-0568
FAX: 802-775-2304
Toll Free: 800-244-0568
Referrals: 802-770-1555
www.ravnah.org

Rutland Area Visiting Nurse Association & Hospice

7 Albert Cree Drive
Mailing Address:
Post Office Box 787
Rutland, VT 05702-0787

A Comprehensive Medicare Certified Home Health Agency

RONALD J. CIOFFI, EXECUTIVE DIRECTOR
RUSS GATES, BOARD OF DIRECTORS

Town of Proctor

TO THE TOWN MANAGER, OFFICERS AND CITIZENS OF PROCTOR:

Providing health care is about more than healing the sick. It is about the ability to teach the principles of health and instill a sense of hope for a better, healthier life in the people we serve.

For more than fifty-five years, the Rutland Area Visiting Nurse Association & Hospice has delivered quality care throughout Rutland County setting a standard of excellence. The Rutland Area Visiting Nurse Association was founded with a mission to provide quality, comprehensive and cost effective home health care. Today, we continue to fulfill this mission by serving thousands of residents in our community.

These past few years have been the most challenging years in home health care. The 1997 Balanced Budget Act mandated changes in Medicare reimbursement, increasing the regulatory burden and financial pressures on our agency. The growing demand for services combined with a nationwide shortage in nursing staff and decreased revenues has caused many visiting nurse agencies to close their doors. Despite these challenges, we continue to provide essential services to our community and have achieved a number of successes.

We are proud to report these achievements:

- Received re-certification by the Joint Commission on Accreditation of Healthcare Organizations with an outstanding score of 96 out of a possible 100.
- Recognized as a "Best Practice" agency by Eureka Communities Fellowship program.
- Received a Regional Award of Excellence and a National Award of Merit for our Hope in Housing Project, a partnership between Rutland Housing Authority and RAVNAH.
- Served over 800 residents of eleven (11) senior housing sites
- Implemented the Vermont Medication Bridge Project with a grant from the Pharmaceutical Research and Manufacturers of America, saving over $45,000 for eligible individuals in our community.
- Provided nearly 4,000 flu immunizations.
- Increased our employee contribution to the United Way by 94%.

We could not have been successful without our dedicated staff. RAVNAH's staff and volunteers made over 80,968 visits to 2,288 different patients. In the town of Proctor we provided 3036 visits to 69 individuals.

To the individuals and organizations of the town of Proctor that have supported us during 2002, we are truly thankful. We are truly blessed to benefit from the commitment of our staff and the community. Again, we say thank you for your support.

Joint Commission
on Accreditation of Healthcare Organizations

A United Way Member Agency

The Vermont Department of Health works to protect and improve the health of all citizens. The following are some of the essential services available to residents of Proctor.

Bioterrorism – Emergency Preparedness:
The Vermont Department of Health is actively working with local, state and federal agencies to assure a rapid and effective response to bioterrorism and other public health threats or emergencies. Local health department response may include: finding and identifying disease early; investigating the source of the disease; providing accurate and timely information to the public and health professionals; and collaborating with other agencies during biological, environmental or weather events. The Rutland District Office has become a contributing member of the LEPC (Local Emergency Planning Committee) for the Rutland Region. In the past year we have established ties with many of the emergency response agencies. We have also provided training to town health officers, had a "practice" event for the entire staff and begun working with the Rutland Regional Medical Center to increase active surveillance.

WIC (Special Supplemental Nutrition Program for Women, Infants and Children:
One of the most effective ways to improve the health of the overall population is to improve nutrition and physical activity. WIC improves the health of pregnant and postpartum women, infants and young children by assuring access to health care, teaching families about good nutritional practices, and providing an individually designed package of nutritious food to eligible individuals. During 2001, 102 women, infants and children living in Proctor received foods as well as health screening and individualized nutrition education through this program. The average value of foods provided is $35,00 per person per month.

West Nile Virus Surveillance:
West Nile Virus first appeared in the U.S. in New York City in 1999 and has become well established in the Northeast. Birds, mammals and people can get WNV from the bite of an infected mosquito. The Vermont Departments of Health and Agriculture conduct surveillance for WNV each year from June until cold weather limits mosquito activity in the fall. In 2002, 18 Town Health Officers throughout the state also participated in this program, assisting primarily with mosquito trapping. As of October 1, 2002: 455 mosquito pools From June – October 18, 2002, 144 dead birds were reported, 86 were tested, and 1 crow was found to be infected with WNV. There were two probable human cases of WNV reported during this same time period from the entire state.

New public health issues emerge every year. Some challenges being addressed by the Health Department include expansion of substance abuse (including heroin, alcohol and tobacco) prevention and treatment; access to health care (including mental health services, special health needs and dental care); and development of comprehensive statewide plans for chronic diseases such as asthma and diabetes.

If you would like more information about these efforts, or if you have a public health concern, please call the Rutland District Office at 802-786-5811. Please visit our web site at www.healthyvermonters.info for *Healthy Vermonters 2010*, our state's blueprint for improving public health, news releases; other publications and reports; and general public health information.



In the year 2002, 27 towns in Rutland County supported the work of Rutland Mental Health Services through town giving. Our agency is committed to providing quality services regardless of an individual's ability to pay. The generous support of towns such as Proctor assures that quality services are available for their families, friends and neighbors. Town giving dollars support services which include:

- Individual Counseling for Children, Adults and Families
- Substance Abuse Treatment Services
- Emergency/Crisis Services

During fiscal year 2002, Rutland Mental Health Services provided 816 hours of services to 53 Proctor residents. We value our partnership with the Town of Proctor in providing these much needed services and thank you for your continued support.

Mark G. Monson

President and Chief Executive Officer

SOUTHWESTERN VERMONT COUNCIL ON AGING

Report to the Citizens of Proctor

This report provides information about the many ways the Southwestern Vermont Council on Aging helped elders in Proctor during the past year. Programs and services included:

Senior Meals:
The Council provided major funding support for meals served to elder residents of Proctor. This funding helped supply 2,703 meals that were prepared and delivered to the homes of 23 older persons in your community who were in need of this special meal support. This service, provided through contract, is often referred to as "Meals on Wheels". We also supplied "Blizzard Bags" to Meals on Wheels participants and other isolated elders, providing "shelf-stable" meals for use in a weather related or other emergency situation. In addition, 27 elders participated at one or more of the luncheon sites available in our region, enjoying 1,109 meals.

Case Management Assistance:
31 elders were served by agency Case Management staff who provided help with applications, recertifications and problem solving around programs such as Fuel Assistance, SSI, Medicaid, Medicaid Waiver, Food Stamps, etc. Case Managers also assisted frail elders with long term care needs, helping those who wished to remain independent identify options and connect with available services and supports.

Other Services:
The Council also provided the following services to older persons in your community:
1) Telephone support through our "Senior HelpLine" (786-5991 or 1-800-642-5119). This service provided phone access to elders, family members and other caregivers in need of information about available services and supports; 2) Health benefit counseling information and form filing assistance through our SHIP Program; 3) Legal service support through a contract with the Vermont Senior Citizens Law Project; 4) Provision of information related to elder issues through the "Elder Connection" column appearing weekly in the Rutland Herald, written by Barbara Hanson; 5) Nutrition education and counseling provided by a Registered Dietician who worked on an individual basis with older persons who needed to improve their dietary intake; 7) Support services provided by Senior Companions who worked on a one on one basis with frail, homebound elders; 8) Elder Care Clinician support for elders struggling with mental health issues frequently related to depression; 9) Transportation assistance through the Elders on the Go and the One-2-One Program.

ARC - Rutland Area

Advocacy, Resources & Community for citizens with developmental disabilities and their families

A United Way member agency

2002 ANNUAL REPORT

The mission of ARC - Rutland Area is to advocate, nurture and support the right of each individual with developmental disabilities to be valued with the same entitlements as a non-disabled individual, including the right to lifelong opportunities for personal growth and full participation in the community.

In 2002, we were representative payee for about 66 clients referred to us by Social Security and the local mental health center. We assisted these clients in managing within their budget limitations; quite an accomplishment for people living on the limited resources of SS and SSI. We were involved in every operation from payment of bills, rent etc. to dispensing personal expense monies on a weekly basis. We negotiated and mediated between landlords, service providers and businesses in cases where a client was unable to resolve an issue independently. The man hours involved in managing one's case averages from several hours monthly to 3-4 hours weekly, dependent on need. As well, we assisted about 12 clients in filling out annual accounting forms for probate court.

Six (6) dances were provided - Valentines, Spring Fling, Summer, Summer Picnic / Annual Meeting, Halloween, and our annual Christmas Dinner - over the year these events were attended by 241 people with developmental disabilities, friends and families. There are also ongoing weekly events such as the art class and the music & movement class.

ARC- Rutland Area supports the local Self-Advocacy group for people with developmental disabilities by doing the minutes and preparing the agendas for the group and then helps with facilitating the meeting. The Self-Advocates have currently been trained in a Disability Awareness Training and have presented the training at Rutland High School. There will be going into elementary schools around the county as well. Many citizens are getting to know the self-advocates better through this service and they are gaining valuable public speaking and advocacy skills. This year the self-advocate group also attended the annual Green Mountain Self-Advocates' Voices and Choices conference in Randolph.

Our Executive Director is a member of the Rutland Family Support Network which is lead by parents to gather information families need, create goals to some system changes and network via the internet, brochure, forums and newsletters. She also is on the Local Standing Committee of Community Access Program. By staying in touch with other state level organizations and working collaboratively with local advocates, families and organizations ARC-Rutland Area stays on top of the services being provided to people with developmental disabilities and has an outlet to advocate for those services that are not being offered.

On behalf of the Board Members, friends, and families; we are hopeful for the support and continued assistance from the citizens of Proctor. We receive neither state nor federal funding, and our main sources of income continue to be United Way, Rutland City and other towns such as Proctor. In 2002 there were 11 residents of Proctor who took advantage of all the services we offer. Our 2003 request for funding from Proctor will be $300.

Sincerely,

Lisa S. Lynch
Executive Director

128 Merchants Row, Suite 302, Rutland, VT 05701-5915~ (802) 775-1370 Fax 775-4544
email address: arcrutlandarea@cs.com



ANNUAL REPORT - 2002

Rutland Regional Planning Commission

THE RRPC'S MISSION:

To provide leadership and technical expertise to encourage cooperative planning with and among the region's communities and area wide interests; and, strive to improve the quality of life for people in the region by promoting harmony between sustainable economic development, environmental interests and other planning issues.

2002 ACTIVITIES:

In pursuit of its Mission, the RRPC continued to work closely with the region's 27 communities on a wide range of projects:

- Provided **technical assistance** on community development issues - including assisting in the update and implementation of town plans, zoning & subdivision regulations, telecommunications ordinances, and the new statewide wastewater rules to virtually every member community.
- Assisted 13 communities to successfully apply for funds through the **Municipal Planning Grant** program.
- Continued the RRPC's very successful **cooperative purchasing program** with 44 municipal and non-profit entities organizations in 17 towns, saving them substantial amounts on fuel oil, diesel and gasoline.
- Used **GIS (Geographic Information Systems)** tools to work on transportation, watershed planning, and emergency management initiates. Also continued involvement of GIS in planning projects, the RRPC intern program, and community training.
- Continued **support of the Rutland Region Transportation Council** in their planning for the future transportation needs of the Rutland Region; participated in several route / intersection upgrade studies; continued to work with communities to create bridge and culvert inventories for use with GIS.
- Worked with the **Rutland Economic Development Corporation**, and the **Rutland Region Chamber of Commerce** on a regional strategy to better coordinate community development, economic development and travel and tourism activities.
- Assisted communities with **emergency management planning,** including updates to Rapid Response Plans, assisting in the re-formation of the Rutland Local Emergency Planning Committee, and beginning Federal Hazard Mitigation planning.
- Initiated Federal Brownfields Assessment grant application process.
- Continued to offer **education, training, and information distribution programs** to municipal officials and to pay for those program related to planning and zoning and other community development issues.

Please join us as we continue these and other efforts to generate regional cooperation and make planning in Rutland County a truly grassroots process.

For the ***fifteenth*** consecutive year, ***dues will remain at $500.*** All communities are voting members of the Commission regardless of whether or not they pay dues. Dues paying members receive discounted technical services and are able to participate in the cooperative fuel purchasing program.

RUTLAND REGION TRANSPORTATION COUNCIL

Formed in 1992, the Rutland Region Transportation Council (RRTC) provides a forum for the development of regional transportation planning and transportation projects that may have regional impacts. In addition, it coordinates policies and priorities with the Vermont Agency of Transportation and promotes cooperation on transportation issues in the Rutland region. The Council is the primary method for public involvement in transportation planning. State and federal funds are obtained by the Rutland Regional Planning Commission which provides support for the Council. The Planning Commission also provides planning, administrative, and geographic information system staff.

All municipalities in the Rutland Region are encouraged to be active in the Transportation Council and those with representatives named to the Council may vote on any issues. Municipalities are not obligated to participate in the Council and those that do participate may cease their involvement at any time.

Over the last fiscal year (October 2001-September 2002), the Rutland Region Transportation Council and its staff have been working for improved transportation planning in Rutland County in the following ways:

- Continued to assess the Rutland region's top transportation problems and identified areas that should undergo further evaluation. From a regional perspective, improvements to the Route 7 and 4 corridors are always high priorities;
- Participated in discussions regarding transportation projects such as improvements to VT 73 and the Pittsford-Brandon Bypass Study;
- Provided comments to the Vermont Agency of Transportation on the development of Vermont's FY 2003 transportation Capital Budget and Program and the FY 2003-2005 State Transportation Improvement Plan (STIP);
- Worked with a consultant to produce a report providing background and possible corrective options for the US7/VT103 intersection in Clarendon;
- Developed a program to assist towns with culvert inventories. Three towns have utilized the program so far;
- Continued to address seasonal transportation problems along VT 103, VT 100, and US 4 by working with staff of neighboring Regional Planning Commissions and ski area representatives;
- Restarted the traffic counter program by collecting traffic data for three towns;
- Worked with the Rutland Physical Activity Coalition to increase bicycle and pedestrian opportunities in the area (including a map of walking trails in Rutland City);
- Held a one-day seminar on modern roundabouts lead by an internationally-renown expert;
- Assisted with the transit program for elderly and disabled residents and with a new regional Short Range Transit Plan;
- Distributed reports, bulletins, fliers, and newsletters, and maintained the Council's Web page.

In the current federal fiscal year (October 2002 – September 2003), the Rutland Region Transportation Council is continuing many of these efforts as well as initiating some new ones including workshops on access management.

Meetings of the Rutland Region Transportation Council are held once each month, normally on the fourth Thursday, in Rutland. All those with an interest in transportation and related issues are invited to attend. Questions about the Transportation Council may be directed to the following individuals: Susie Leonard or Susan Schreibmen, Senior Planners (775-0871) or Richard Baker, Chairman (247-6366).

REGIONAL AMBULANCE SERVICE, INC.

275 Stratton Road
Rutland, VT 05701

Business: 802-773-1746
Emergency: 802-773-1700
FAX: 802-773-1717

18th ANNUAL REPORT

(Fiscal Year Ending June 30, 2002)
19 Years of Service 1983 - 2002

To the Honorable Citizens of the Town of Proctor, VT:

We are pleased to present our 19th annual report to the Citizens we serve. Regional Ambulance Service, Inc. has continually provided emergency and non-emergency ambulance service for nineteen years. From 1983 to the end of this year Regional has responded to 83,630 ambulance calls. This past year, ending June 30, 2002, the service responded to a total of 6,369 ambulance calls in our 12 communities and an additional 1,426 "Medic One" paramedic intercept calls.

Call volume continues to be high. **We commend our staff for keeping up with the increased demand and for providing excellent service.** We are also very pleased to congratulate R.A.S.C.F.R. Assistant Field Chief MaryAnn Jakubowski for receiving the Vermont E.M.T. of the Year award, Paramedic Supervisor Jim Collins for being honored as our "Star of Life" at the American Ambulance Association's Star of Life celebration and Paramedic Colleen Gilman for receiving the Vermont Safe Kids award for 2002.

With the continued support of the citizens, our employees, and community governing bodies, we have been able to level fund or lower our assessment rate for the past 18 years. Our current assessment rate is $4.75 per capita and has been lowered to $4.25 per capita for the next fiscal year. The public support of our Membership program, direct donations, memorials and estate gifts has been vital to our continued success. We extend our appreciation to everyone for their support.

This past year a new ambulance was put into service to replace an older ambulance with over 100,000 miles of service on it. The garage was remodeled to accommodate the 6th ambulance that had been put into service due to the increase in call volume.

Our motto "Serving People First with Pride, Proficiency and Professionalism" is demonstrated by our employee's commitment to continuing EMS training. Each year we have special training in Critical Care Paramedicine, Advanced Cardiac Life Support, Basic Life Support, Prehospital Advanced Trauma Life Support, Pediatric Advanced Life Support, Emergency Vehicle Operator, Bloodborn Pathogens and a variety of continuing education programs. Our professional staff is extremely capable and dedicated.

Monthly C.P.R. classes are taught at Regional Ambulance. Last year, through the R.A.S. Training Center, 1,303 people were certified in C.P.R. Tours, lectures, demonstrations, and C.P.R. classes are available for the general public. Call our office for information on Healthy Homes. For further information call 773-1746.

The public is encouraged to visit and talk to the employees and Administrator at our Stratton Road facility. Please feel free to contact James Finger, Chief Executive Administrator, or your Representative, if you have any questions concerning the service.

We are proud of our accomplishments and look forward to serving you in the future. The Board of Directors, Administration and employees of Regional Ambulance Service, Inc. will continue working to provide the highest quality of emergency ambulance care at the lowest possible cost to all of the citizens we serve.

Sincerely; Paul Kulig, President
R.A.S. Board of Directors

Douglas Hastings
Town of Proctor Representative
R.A.S. Board of Directors

Rutland Natural Resources Conservation District
Activities for 2001/2002

The Rutland NRCD is committed to fostering an awareness of the link between stewardship of the natural environment and the agricultural community as well as other landowners.

A sample of the programs/projects the District was involved in during 2001/2002:

- Arbor Day Festival and Conservation Field Days for fifth grade students
- On Farm Food Waste Composting Project in Tinmouth
- Real Estate Resource Information Workshop
- Pond Workshop
- Horse Owners Workshop
- Saving Family Farms Seminar Series
- Assisting Communities in Watershed Planning
- Backyard Forest Stewardship Program
- Tree Seedling Sale
- Trout Sales
- Fall bulb Sale.

For further information on these programs/projects or to be added to our mailing list please contact Nanci McGuire anytime at 775-7192 ext. 17 or stop by and see us at 170 South Main Street in Rutland.

Board of Supervisors

Chairman	Marshall Reed	Chittenden
Vice Chairman	Robert Drachman	Tinmouth
Treasurer	George Livak	Rutland Town
Supervisor	Edward "Babe" Pomainville	Pittsford
Supervisor	William Smith	Shrewsbury

Staff

District Manager	Nanci McGuire	Clarendon
Agriculture Resource Specialist	Marie Levesque Caduto	Chester
Nutrient Management Specialist	Eileen Greber	Newfane
Conservation Forester	George Tucker	Brandon

VERMONT LEAGUE OF CITIES AND TOWNS

The Vermont League of Cities and Towns' mission is to serve and strengthen Vermont local government. Most government services used by Vermonters on a daily basis are those provided by its cities and towns. These include highways, police, fire, recreation, sewer and water. Vermont municipal officials are responsible for raising and expending nearly one-half of the non-federal taxes raised in the state.

In large part, volunteer elected and appointed municipal officials lead these governments. VLCT provides the following services to its member cities and towns to serve and strengthen the ability of the these officials to provide quality services at affordable levels of taxation:

- **Advocacy representation before the State legislature, administration and judiciary, ensuring that municipalities have the resources and authority to serve their citizens.** VLCT is a leader in the education finance debate and in securing revenues for town highway and bridge maintenance programs.
- **Training, technical assistance and publications to strengthen the ability of municipal officials to serve their communities.** In the past year, we have responded to over 21,000 telephone calls from local officials. Our Law Center and Group Services staffs provided over 750 workshops and small group training sessions attended by over 4,000 municipal officials and answered almost 3,000 legal questions posed by municipal officials. VLCT distributed over 400 copies of local government publications and distributed over 2,000 copies of VLCT's *Weekly Legislative Report* to municipal officials each week during the legislative session.
- **Purchasing opportunities to provide needed services at the lowest cost.** These include an array of municipal insurance programs, among many others. Examples of how this saves local taxpayers dollars are the securing of municipal employee health insurance and liability coverage for town operations. The VLCT Health Trust represents the most affordable option available to provide health insurance to your employees. The value of VLCT PACIF to all our members was made painfully clear this year when the major re-insurer for the largest private sector option available for municipal property and casualty insurance was placed in receivership by the State of Pennsylvania, threatening the payment of claims made under those policies.

All 246 Vermont cities and towns are members of VLCT, along with 140 other municipal entities including villages and fire districts. Membership dues are $.67 per capita plus a $250 service fee per year. VLCT maintains its offices in Montpelier and employs 38 staff members. It has an annual operating budget of approximately $2.8 million.

Individuals interested in finding out more about Vermont League of Cities and Towns can visit its website at www.vlct.org.

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MARBLE VALLEY REGIONAL TRANSIT DISTRICT
158 Spruce Street • Rutland, Vermont 05701-4422
Lawrence A. Dreier, Administrator

Marble Valley Regional Transit District "The Bus"

2002 Proctor Annual Report

Lawrence A. Dreier, Administrator

Marble Valley Regional Transit District (MVRTD), generally known as "The Bus" is celebrating twenty six years of providing service to the residents of the greater Rutland area this year. The Transit District is the largest non-urban public transportation system in the State of Vermont and as such provides transportation to the general public throughout Rutland County, as well as to social and human service agencies, the resort communities and area businesses. MVRTD provides an enhanced level of self-sufficiency for the elderly, disabled, and transportation disadvantaged who rely on public transportation. MVRTD also serves a growing population who is committed to the environmental benefits of public transit use. MVRTD has become a valued asset to the communities it serves. System ridership was approximately 728,000 rides this past year. MVRTD's fleet of 53 vehicles are all are lift equipped and fully accessible.

Through its operation of the Rutland County portion of the Vermont Rideshare program, MVRTD has saved over half a million vehicle miles over the last 12 months by providing car pool options.

MVRTD's transportation service to eligible Medicaid and Reach-Up recipients continues to provide approximately 30,000 rides annually Complementary paratransit services are available for those individuals whose disability prevents the use of fixed route service.

The Marble Valley Regional Transit Center in downtown Rutland City provides a regional transit hub including a central transfer point for all MVRTD routes, access to interstate bus and rail service, park and ride options for easy commuter and car pool opportunities and necessary parking for downtown businesses.

If you would like more information about services please visit MVRTD's web site at http://www.thebus.com.

file: annproc8.02
Tel: 802-773-3244
Fax: 802-773-0840
Email: ladx@vermontel.com
Website: http://www.thebus.com
Brokerage Division
Tel: 802-773-8682
Fax: 802-747-3501

• *Thank you for supporting Public Transportation* •

RUTLAND CENTRAL SUPERVISORY UNION
257 South Main Street - Suite 1
Rutland, Vermont 05701-4913

Office of the Superintendent

Phone: (802) 775-4342
Fax: (802) 775-7319

February 4, 2003

To the residents of the Town of Proctor

Due to a computer problem, the audit of the 2001/02 school finances will not be completed in time for inclusion in the town report.

Copies will be ready for town meeting and will be available at the meeting and the Town Clerk's office.

Sincerely,

Katherine M. Bryant

Katherine M. Bryant
Business Manager

Rutland Central Supervisory Union
Annual Report for the 2002/2003 School Year

Our Vision to unite the communities to provide a quality education enabling each student to be prepared to succeed in life continues centering on the following five Goals: Highest Student Achievement, Safe Learning Environment, Partnerships, High Performing Staff, and a Management System.

I would like to point out some of the significant accomplishments we have made over the past year throughout the RCSU. For the purposes of this report, the accomplishments listed are generic and do not specify a particular district with the Supervisory Union.

High Performing Staff: We have full implementation of the language arts curriculum aligned with the Vermont standards and expanded the use of math and writing portfolios throughout the districts. Reviews and revisions to the science curriculum are under way in each district. RCSU has this year piloted the Pathwise mentor program for new level one teacher as a means of support to new staff. This past summer over twenty-five teachers in the RCSU were involved in science curriculum training and two teachers, Cyndie Clark and Abby Tharu, were recognized at a regional celebration for their work with student personal development collections and personal performance projects.

High Student Achievement: Indicators of continuous improvement is evidenced by student performance on our annual Vermont NSRE testing. Students are tested in grades 2, 4, 8, and 10. All of our schools have made improvements in student scores over the past four years. In 2002, 86% of second graders met or exceeded the standard for reading compared to the state average of 81%. In fourth grade, 91% of our students met or exceeded the standard for reading compared to the state average of 80%. Students continue to perform well on the mathematics assessment as well in one district 73% of fourth grade students met or exceeded the standard compared to a state average of 45%. As you can see our academic programs within the RCSU continue to improve. This is coupled with our early education initiative as it continues to expand throughout the RCSU along with our middle level initiatives that have begun to take root system wide.

Partnerships: The Tapestry program/after school care continues to provide children in grades K-6 a safe, enriching environment where they can receive help with their homework and be exposed to new opportunities and experiences each day after school and in the summer. The RCSU in collaboration with the Rutland City Public school system were successful in obtaining a grant renewal for the next five years. Not only were we successful in obtaining this highly competitive grant of $181,000 but our Century 21 grant has been cited as a model for the state of Vermont. I would like to give recognition to Gail Curtis, our RCSU representative, and to Diana Pfenning, Executive Director, for their efforts in helping to making this possible. Any parent interested in more information about After School Programming can call Diana Pfenning at 786-1935.

We also continue in our expanded partnership with the Rutland County Sheriff's department and State Police. Other partnerships within the RCSU have also developed: area artists, Even Start, VISMIT technology grant, and job shadowing with local businesses.

Safe learning environment: Through the RCSU Crisis Committee each of the respective districts have developed Hazmat procedures, collaborated with town officials on safety policies and procedures, trained with faculty, staff, students and community on harassment and bullying, reviewed safety plans and conducted evacuation, fire and lockdown drills. We will also be a partner in the Rutland County Inter-agency team.

Management: With the new federal law in place, No Child Left Behind, there come many new challenges for those of us in education. Although final regulations for key provisions of the law have yet to be issued some of the key provisions of the NCLB law centers on the following: accountability (assessment), teacher quality, paraprofessional requirements. We will be working to meet these and other regulations in the law as they unfold into the next year.

These are a few highlights of a long list of accomplishments. There are many people who work hard everyday to make these goals become reality. I want to thank them for contributing their expertise, effort, time and leadership to keep us moving forward in continuous improvement so that our students can be better prepared to succeed in life.

I would like to recognize the School Board members, teachers, instructional assistants, Principals, office staff, maintenance & food Support Staff in each of our respective schools throughout the Rutland Central Supervisory Union.
I would also like to thank our central office coordinators, directors, teacher coaches, and office staff and most of all parents and community members for your on-going support and dedication.

Curriculum Coordinator – Karen White

The Curriculum and Assessment Coordinator works with administrators, teachers and staff in each of the three RCSU Districts. The purpose of this position is to support continuous improvement in the curriculum, instruction, and assessment programs for the schools at all grade levels. The focus of the work of the Curriculum and Assessment Coordinator is directed by the annual action plans.

A priority this year continues to be the implementation of writing portfolios and mathematics problem solving portfolios for students at all grade levels. The utilization of portfolios throughout a school is linked with improved student learning in the key instructional areas of math problem solving and writing effectively. Further, portfolios provide an effective means for assessing student progress in key curricular areas over time. Teachers in all of the schools are working very hard to effectively implement this program. Their work is supported by two experienced Teacher Coaches.

The RCSU employs two Teacher Coaches. These are master teachers with many years of teaching experience and expertise in specific curricular areas. Gail Curtis, with the RCSU for four years, supports teachers with their professional growth in Language Arts. Jean Ward, with the RCSU for two years, works in the areas of Mathematics and Science. Together they are an extremely valuable resource to teachers. They work with teachers in their classrooms modeling best practices and problem solving difficulties teachers experience in their classroom.

Curriculum development continues in all of the schools. Language Arts Curriculum has been written and is in the implementation stage. Teams are making revisions to the curriculum as appropriate. All of the schools have developed new Science Curriculum and teachers are working diligently on the implementation of the new curriculum.

Schools need quality data about student performance to accurately ident5ify areas for ongoing work in the educational program offered. The curriculum and assessment coordinator is working with teachers and administrators to improve the comprehensive assessment program for the schools. This includes making the most of data available from state assessments, but more importantly, developing a local plan for gathering and analyzing relevant data about how our students are performing in school and after they leave our schools.

Report of the Director of Student Services – Madelyn Crudo-Burke

Rutland Central Supervisory Union continues to offer a continuum of comprehensive services available to all learners.

The district is extremely fortunate to have Martha Coulter join the staff as our School Psychologist. Martha is assisting with the coordination of drug and alcohol prevention and intervention, supervising home school coordinators, and is a valuable asset to educational support teams.

Nancy Malette is the project coordinator for a district-wide alternative education program called Mobile Minds. This program combines service learning, work-based programs and personal learning plans and is available to student's grades 7-12.

Early Education services have expanded to include two center based classrooms. The classroom in West Rutland is a joint initiative between RCSU and Rutland County Head Start. Proctor's center base is located, thanks to the renovation project, at Proctor Elementary School. Outreach, home visits, links to private care providers, and continued partnership with the Even Start project are also critical elements of early education services.

The Special Education staff and school health professionals continue to provide documentation to the supervisory union for the recovery of Medicaid dollars. This money helps to offset the cost of many services to the children within each school and at all levels.

Personally, I want to say how much I have enjoyed my tenure as the Director of Student Services at Rutland Central Supervisory Union and how much I will miss the work and the people. Thank you for the opportunity to serve.

Even Start Program Coordinator – Judith Lashof

Intensive, integrated, family literacy services are now underway for families in the Rutland Central Supervisory Union. This project, now in its fourth year of funding by the Vermont Department of Education, is called Rutland Region Even Start. The RCSU has joined with Vermont Adult Learning, the Rutland County Parent Child Center, and Rutland County Head Start, to assist and support children birth through seven and their families to learn together. Even Start is caring, flexible, and family-centered. The partners knit together and build on existing services to meet each family's unique needs. Call Judith Lashof at 747-5094 if you or a family you know can benefit from Even Start.

The Even Start team provides home visits and support, fun family activities, adult education, early education, and parent time. Currently eight (8) families in Rutland Town, Proctor, and West Rutland are enrolled. Home visitor Mary Ellen Csizmesia instructs, models, and coaches parents in creating a nurturing environment rich in learning. Early Education teacher Roger Lynam and Head Start teacher Margaret Brennan along with Mary Ellen present biweekly family learning nights. Adult Education Teacher Alana Zuroy helps parents study for their GEDs or improve their reading, writing, and math skills.

Respectfully Submitted

John E. Kaldy, Superintendent of Schools

Rutland Central Supervisory Union
Proposed 2003/04 Budget

	2001/02 Actual	Original 2002/03 Budget	Revised 2002/03 Budget	2003/04 Proposed	$ Change	% Change
General Administration						
Superintendent	84,000	84,000	88,200	88,200	0	
Admin. Assist.	30,975	31,904	31,904	32,861	957	
Secretary	12,408	12,103	12,103	12,592	489	
Custodian	6,092	7,064	7,064	7,276	212	
S.U. Treasurer	714	732	732	757	25	
Group Health	6,474	14,826	14,826	15,919	1,093	
FICA	10,218	10,389	11,016	10,839	(177)	
Life	359	360	360	360	0	
Retirement	2,156	2,192	2,200	2,274	74	
Worker's Comp.	226	450	450	453	3	
Unemployment	95	200	200	95	(105)	
Professional Dev.	1,000	1,000	1,000	1,000	0	
Dental Ins.	208	218	218	1,026	808	
Disability Ins.	621	565	565	655	90	
Severance	0	0	0	10,000	10,000	
Section 125	514	280	280	280	0	
Audit	5,700	6,000	6,000	6,000	0	
Legal Fees	0	500	500	500	0	
Board Secretary	36	270	270	270	0	
Repair & Maint.	0	100	100	100	0	
Copier	5,995	6,400	6,400	6,400	0	
Rent & Utilities	36,298	37,290	37,290	37,290	0	
Travel	1,510	2,200	2,200	2,200	0	
Conferences	1,909	2,600	2,600	2,600	0	
Insurance	276	400	400	300	(100)	
Telephone & Postage	7,668	10,000	10,000	11,000	1,000	
Copy Paper	945	1,000	1,000	1,000	0	
Office Supplies	7,690	8,072	8,072	8,072	0	
Computer Supplies	3,476	2,800	2,800	3,300	500	
Bank Charges	0	400	400	400	0	
Subscriptions & books	499	482	482	500	18	
Equipment Replace.	0	2,450	2,450	2,450	0	
New Furniture	0	0	0	1,600	1,600	
Dues	3,597	3,500	3,500	3,500	0	
Contingency	0	650	650	650	0	
Total Gen. Admin.	231,659	251,397	256,232	272,719	16,487	6.43%
Technology Services	1,388	3,500	3,500	3,500	0	0.00%

Rutland Central Supervisory Union
Proposed 2003/04 Budget

	2001/02 Actual	Original 2002/03 Budget	Revised 2002/03 Budget	2003/04 Proposed	$ Change	% Change
Fiscal Service						
Business Manager	52,910	54,497	55,026	56,677	1,651	
Bookkeepers	44,928	52,000	52,000	53,560	1,560	
Assistant	0	3,935	3,935	5,460	1,525	
Group Health	16,101	20,991	20,991	22,879	1,888	
FICA	7,348	8,446	8,446	8,851	405	
Life	166	166	166	179	13	
Retirement	4,849	5,520	5,520	5,785	265	
Worker's Comp.	173	277	277	371	94	
Unemployment	0	272	272	75	(197)	
Professional Dev.	723	950	950	950	0	
Dental Insurance	1,581	1,769	1,769	1,806	37	
Disability Ins.	611	669	669	567	(102)	
Computer Service	6,360	6,700	6,700	6,700	0	
Travel	1,130	1,350	1,350	1,350	0	
Computer repairs	4,083	500	500	950	450	
Dues & Fees	235	235	235	235	0	
Total Fiscal Service	141,198	158,277	158,806	166,395	7,589	4.78%
Total RCSU Expense	374,244	413,174	418,538	442,614	24,076	5.75%
INCOME						
Regular Assessments						
Proctor-Regular	126,908	131,350	133,511	139,511	6,000	4.49%
Rutland Town	117,334	125,660	127,727	131,199	3,472	2.72%
West Rutland	119,409	132,032	134,204	137,948	3,744	2.79%
Total Dist. Assessments	363,651	389,042	395,442	408,658	13,216	3.34%
Other Assessments						
Proctor - PFP	1,400	1,400	1,400	1,400	0	0.00%
West Rutland-Fiscal	5,000	5,000	5,000	7,000	2,000	40.00%
Projects	10,600	7,900	7,900	7,900	0	0.00%
Total Assessments	380,651	403,342	409,742	424,958	15,216	3.71%
Interest	1,649	4,000	4,000	4,000	0	0.00%
Misc. Income	1,058	0	0	0		
Total Income	383,358	407,342	413,742	428,958	15,216	3.68%
Funds To Open	2,000	5,000	5,000	13,656	8,656	173.12%
Total Income	385,358	412,342	418,742	442,614	23,872	5.70%

Rutland Central Supervisory Union
Local Special Education Account Budget for 2003/04

	Actual 2001/02	Revised 2002/03	Proposed 2003/04	$ Change	% Change
INCOME					
Local Assessments					
Proctor	12,004	13,603	14,062	459	3.37%
Rutland Town	24,346	25,044	25,696	652	2.60%
West Rutland	15,061	16,944	16,253	(691)	-4.08%
Total Local Assessments	51,411	55,591	56,011	420	0.76%
Federal Funds					
LEAP	56,828	53,120	56,120	3,000	5.65%
Medicaid Funds	3,673	3,673	3,673	0	0.00%
Cash to Open	1,496	0	4,000	4,000	
Total Income	113,408	112,384	119,804	7,420	6.60%
EXPENSES					
Special Ed Administration					
Director	56,230	62,299	64,168	1,869	
Secretary	12,324	13,897	14,193	296	
Assistant	3,867	0	5,258	5,258	
Group Health Ins.	12,927	14,091	17,445	3,354	
Social Security	5,412	5,829	6,397	568	
Group Life Ins.	83	83	97	14	
Professional Dev.	1,000	0	3,000	3,000	
Dental Ins.	1,339	1,406	1,545	139	
Retirement	604	695	973	278	
Workers Comp.	129	190	268	78	
Unemployment		132	52	(80)	
Disability Insurance	334	260	409	149	
Travel	4,110	3,500	3,500	0	
National Conf		2,750	0	(2,750)	
Supplies	3,776	1,250	1,250	0	
Computer	1,750	0			
Dues & Fees	100	150	150	0	
Total S.E Admin.	103,986	106,532	118,705	12,173	11.43%
Speech / Language Services	0	4,752	0	(4,752)	-100.00%
Fiscal Services					
Assessment	1,100	1,100	1,100	0	0.00%
Total Expense	105,086	112,384	119,805	7,421	6.60%

Rutland Central Supervisory Union
Essential Early Education - Proposed 2003/04 Budget

	Actual 2001/02	Budget 2002/03	Revised 2002/03	Proposed 2003/04	$ Change	% Change
INCOME						
Local Assessments						
Proctor	28,016	26,287	26,287	31,643	5,356	20.38%
Rutland Town	36,317	31,029	31,029	37,746	6,717	21.65%
West Rutland	34,284	32,387	32,387	35,709	3,322	10.26%
Total Assessments	98,617	89,703	89,703	105,098	15,395	17.16%
State Funds						
Family, Infant & Toddlers	1,890	1,350	1,350	0	(1,350)	-100.00%
Even Start	27,107	21,934	20,127	20,127	0	0.00%
IDEA-B Incentive	7,453	8,800	7,455	7,455	0	0.00%
IDEA-B Basic	13,208	0	10,947	10,947	0	0.00%
Medicaid			25,047	25,359	312	1.25%
Other Income						
Interest Income	0	0	0	0	0	
Cash to Open	20,627	19,011	19,011	8,145	(10,866)	-57.16%
Total Income	168,901	140,798	173,640	177,131	3,491	2.01%
EXPENSES						
Direct Instruction:						
Wages - Teachers	73,387	75,589	75,589	77,856	2,267	
Wages - Assistant			10,395	10,707	312	
Group Health Ins.	11,351	13,284	13,659	13,207	(452)	
Social Security	5,614	5,944	6,739	6,775	36	
Workers Compensation	130	189	219	283	64	
Unemployment	0	64	139	70	(69)	
Life Ins.	0	0	46	46	0	
Retirement	0	0	520	520	(0)	
Professional Development	777	0	0	0	0	
Dental Insurance	1,131	1,188	1,541	1,657	116	
Purchased Svc.	528	0	0	0	0	
Advertising	187	250	250	250	0	
Travel	1,082	2,500	750	750	0	
Workshops			1,750	1,750	0	
Supplies & Materials	331	500	1,500	1,500	0	
Total Direct Instruction	94,520	99,508	113,097	115,371	2,274	2.01%
Student Support - OT/PT	413	400	400	400	0	0.00%
Home School Service:						
Wages	23,033	20,085	20,085	20,688	603	3.00%
Group Health Ins.		2,108	2,108	0	(2,108)	-100.00%
Social Security	1,762	1,537	1,537	1,563	26	1.69%

Rutland Central Supervisory Union
Essential Early Education - Proposed 2003/04 Budget

	Actual 2001/02	Budget 2002/03	Revised 2002/03	Proposed 2003/04	$ Change	% Change
Workers Compensation	39	55	55	66	11	20.00%
Unemployment		64	64	23	(41)	-64.06%
Travel Allowance	990	750	750	750	0	0.00%
Supplies & Materials	978	400	400	400	0	0.00%
Total Home School	26,802	24,999	24,999	23,490	(1,509)	-6.04%
Speech Language Service:						
Wages - Teacher	15,083	11,139	11,139	11,474	334	3.00%
Wages - Assistant			12,305	12,674	369	3.00%
Group Health Ins.	263	188	6,128	8,384	2,256	36.82%
Social Security	1,215	867	1,808	1,905	97	5.35%
Life Ins.	(55)		46	46	0	0.00%
Retirement			615	634	19	3.04%
Workers Compensation	32	39	75	76	1	1.33%
Unemployment	(20)	8	83	28	(55)	-66.63%
Travel Allowance	133	750	750	750	0	0.00%
Supplies & Materials	511	400	400	400	0	0.00%
Total Speech Language	17,161	13,391	33,349	36,370	3,021	9.06%
S.U. Assessment	1,500	1,500	1,500	1,500	0	0.00%
Rent	1,000	1,000	295	0	(295)	-100.00%
Total EEE Program Expense	141,396	140,798	173,640	177,131	3,490	2.01%

Allocation of combined RCSU Assessments for General Administration, Special Ed, EEEP and Lead Teachers:
Proctor = 32.55%, Rutland Town = 34.12% and West Rutland = 33.33%

January 27, 2003

Dear Residents of Proctor:

Hopefully, you have had an opportunity to visit the elementary school since the building was occupied this past September. It is a vastly improved facility: over 10, 000 additional square feet of space; room for the pre-school/EEE program; an incredibly beautiful library, a very spacious multipurpose room, and a state of the art technology program.

Now that we are settled back in after a couple of years of being displaced and dealing with a lot of facilities issues, I am looking forward to refocusing on our instructional efforts. We have made a school-wide commitment to enhancing our math curriculum. We have a brand new, standards-based, science curriculum. And we are continuing to emphasize the use of portfolios for assessment.

With this building/ renovation work behind us, and the super staff we have, I am confident that the students and community are going to benefit greatly. Please feel free to come by if you have not done so already and see what we are doing.

Sincerely,

Ronald Rideout

Ronald Rideout
Principal

Proctor Elementary School • School Street • Proctor, Vermont 05765 • (802) 459-2225 • Fax (802) 459-2103

PROCTOR SCHOOL DISTRICT
Professional Staff - 2002-2003

Name	Degree	College	Degree/Cr. beyond Degree	Years of Experience	Years in Proctor	Salary	
Diane L. Alberts	M.A.	Middlebury College	33.00	22	3.0	$45,376.00	
Denise C. Andriscin	MED	University of Maryland	15.00	16	0.0	$14,362.50	40%
Aaron J. Audet	B.A.	Castleton State College	0.00	3	3.0	$26,332.00	
John J. Augusta	BS	Castleton State College	0.00	1	0.0	$24,451.00	
Lois Austin	MED	College of St. Joseph	5.00	3	3.0	$28,448.00	
Margaret Bartlett	B.A.	College of St. Joseph	38.00	2	0.0	$29,295.00	
Lynda D. Bender	B.A.	Central Connecticut State College	10.00	2	2.0	$25,392.00	
Sarah E. Bernritter	B.S.	College of St. Joseph	0.00	0	0.0	$23,511.00	
Lynne D. Blair	M.A.	S.U.N.Y. at Cortland	46.00	24	22.0	$45,376.00	
Arlen E. Bloodworth	B.A.	Castleton State College	21.00	22	21.0	$35,502.00	
Stephen J. Bougor	BA	Johnson Statte College	0.00	0	0.0	$27,273.00	
Melissa S. Brooks	B.S.	Messiah College, PA	6.00	7	6.0	$31,270.00	
Mortimer R. Brown	B.S.	Castleton State College	46.00	26	25.0	$45,376.00	
Maureen G. Burke	B.A.	University of Notre Dame	57.00	28	23.0	$45,376.00	
Virginia C. Cameron	M.A.T.	University of Vermont	19.00	27	26.0	$45,376.00	
Elizabeth M. Carvey	B.A.	Castleton State College	36.00	9	2.0	$34,796.00	
Ernest M. Clerihew	B.A.	University of Vermont	52.00	22	8.0	$45,376.00	
Dianne A. Cook	B.S.	University of Vermont	55.00	27	27.0	$45,376.00	
Mary Jean Costello	B.S.	Castleton State College	68.00	30	29.0	$45,376.00	
Paula M. DiFeo	B.A.	California State College/Stanislaus	6.00	14	1.0	$41,144.00	
Maureen A. Dobart	M.S.	Indiana University	15.00	25	13.0	$45,376.00	
Lydia R. Drinwater	M.A.	Castleton State College	24.00	23	23.0	$45,376.00	
Deborah S. Egan	B.A.	Glassboro State New Jersey	48.50	23	23.0	$45,376.00	
Joann B. Fair	B.S.	Castleton State College	45.00	21	20.0	$45,376.00	
Franklin Dean-Farrar	B.A.	Castleton State College	0.00	0	0.0	$23,511.00	
Jusinte V. Farrow	M.A.	University of Vermont	48.00	4	0.0	$14,695.00	50%
Sandra L. Harper	MED	College of St. Joseph	10.00	6	1.0	$31,270.00	
Drew T. Hopkins	M.S.	Oregon University	0.00	2	2.0	$27,508.00	
Janet L. Horner	R.N.	Minneapolis Community College	3.00	6	3.0	$29,154.00	
Karen J. James	B.M.	University of Lowell, MA	47.00	22	14.0	$45,376.00	
Anthony Krulikowski	M.S.	S.U.N.Y. at Albany	50.00	35	5.0	$65,631.00	
Judith P. Kypragoras	B.A.	Castleton State College	3.00	3	0.0	$26,332.00	
Michelle T. McCuin	M.S.	Syracuse University	30.00	10	5.0	$46,679.00	
Claire L. Molner	B.S.	Boston University	18.00	13	3.0	$35,502.00	
Gregory J. Mott	M.A.	Brown University	3.00	13	9.0	$41,144.00	
Andrea E. Pitts	B.A.	Castleton State College	0.00	3	2.0	$26,332.00	
Joan B. Ratti	B.S.	Castleton State College	34.50	23	23.0	$39,028.00	
Ronald H. Rideout	M.A.	Dartmouth College	50.00	30	3.0	$62,791.00	
Rosemary P. Rusin	M.A.	Castleton State College	28.00	22	20.6	$45,376.00	
Madeline R. Sherman	M.L.S.	S.U.N.Y. at Albany	27.00	29	29.0	$45,376.00	
Roberta M. Shutts	MED	College of St. Joseph	0.00	2	0.0	$27,508.00	
Sarah C. Smith	M.A.	Simmons College	0.00	10	2.0	$36,912.00	
Barbara V. Stahle	M.A.	Castleton State College	27.00	25	25.0	$45,376.00	
Michelle Suker	B.A.	Castleton State College	15.00	5	0.0	$14,460.00	50%
John D. Testa	B.A.	Eastern Conn State University	12.00	0	0.0	$23,511.00	
Paul F. Wager	B.S.	University of Arizona	36.00	29	29.0	$39,028.00	
Kylie D. Wolgamott	B.S.	University of Vermont	0.00	0	0.0	$23,511.00	
Margaret M. Zuccotti	M.A.	Bank Street College of Education, NY, NY	16.00	6	1.0	$31,975.00	

PROCTOR SCHOOL DISTRICT
2002-2003 SUPPORT STAFF SALARIES

Secretaries		
Bonnie G. Blanchard	Proctor High School	$12.06
Christine G. Rafter	Proctor High School	10.94
Judith Gildersleeve	Proctor Elementary School	8.72
Custodians		
Keith E. Gallagher	Proctor High School	$12.48
Kevin K. Rantanen	Proctor High School	11.91
Ronald R. Gee	Proctor High School	8.22
Nancy J. Longley	Proctor Elementary School	11.17
Stephen Consolatti	Proctor Elementary School	8.36
Lunch Personnel		
Marlene A. Senecal (Manager)		$18,393.00
Kelli Davis	Proctor High School	7.58
Kim Withington	Proctor High School	8.88
Pauline H. Hogan	Proctor Elementary School	8.69
Sylvia Kugler	Proctor Elementary School	7.32
Instructional Assistants		
Joann M. Brown	Proctor High School	$8.98
Nancy L. Clough	Proctor High School	8.36
Karen A, Connelly	Proctor High School	9.15
Candace D. Fox	Proctor High School	8.00
Jennefer Gradziel	Proctor High School	8.00
Mary K. Harger	Proctor High School	8.32
Clifton R. Powell	Proctor High School	8.00
Jill J. Carey	Proctor Elementary School	8.36
Kristen A. Chapman	Proctor Elementary School	8.30
Carol A. Grace	Proctor Elementary School	8.36
Sondra L. Laskey	Proctor Elementary School	8.57
Constance L. Lenher	Proctor Elementary School	8.72
Carol M. Murdock	Proctor Elementary School	10.23
Maureen M. Wilberg	Proctor Elementary School	8.20
Technology Coordinator		
Todd D. Ponto	Proctor School District	$40,994.00

PROCTOR SCHOOL DISTRICT
ENROLLMENT BY GRADES
December, 2002

	K	1	2	3	4	5	6	7	8	9	10	11	12	2002	2001	2000	1999
2002-2003	27	21	36	29	18	28	26	26	26	33	29	47	32	378			
2001-2002	19	34	29	19	28	25	25	26	27	26	43	33	26		360		
2000-2001	35	33	19	28	21	25	25	27	28	45	34	27	34			381	
1999-2000	29	22	32	20	24	27	27	28	40	38	27	41	33				388

Rutland Central Supervisory Union Notice
Handicapped Children
Ages 0-21 Years
2002-2003

The Rutland Central Supervisory Union (Proctor, Rutland Town and West Rutland) in meeting the requirements of its local Education Agency Plan, is attempting to identify any and all area resident children between the ages of 0-21 years who may be considered handicapped. Also any person between the ages of 3 and 21, who is in need of special education and related services, is entitled to a free and appropriate public education. It is possible that the Rutland Central Supervisory Union may not be aware of the residence of all handicapped children. If you know of a child who might be eligible for educational services and is not in school, please notify Madelyn Crudo-Burke, Director of Student Educational Services, 257 South Main Street, Rutland, Vermont 05701, or phone 775-4342.

Any parent of a child who attends a school that receives Title I funds has the right to request information regarding the professional qualifications of your child's teacher (NCLB). Contact the Rutland Central Supervisory Union office for further information.

PROCTOR VOLUNTEER FIRE DEPARTMENT
SUTHERLAND FALLS HOSE COMPANY
ROSTER AS OF 1/1/2003

Vincent Gatti, Chief
Thomas Valach, Asst. Chief
R.J. Elrick, Capt.
Kevin Blongy, 1st Lieut.
Frank Beyette, 2nd Lieut.
John Burns, Sec./Treas.

Tom Austin
Kevin Blanchard
Kevin Duggan
Carl Messer
Chuck Regula
Brian Soulia
Joshua Webb

Jason Bates
Buddy Chehy
Richard Kelleway
Kevin Rantanen
Jeff Towers
Sandor Vida

Non-active
James Taranovich

†

On April 9, 2002, former Chief Charles "Charlie" Chehy passed away. Charlie served on the fire department for 52 years. He was a very special person, a wonderful father, grand father, husband, brother and friend. He treated everyone he met with kindness and respect. Chief Chehy first joined the department in 1950. Through his many years, Charlie served several roles on the department, including driver, line officer, secretary/treasurer and Chief. As Chief, he was tasked with overseeing the transition from a company owned department (VMCo), to one that is municipally owned. He was also instrumental in modernizing the equipment and procedures of the department, many of which are still in place today. In 1985, a heart attack forced him to step down as Chief, but did little to keep him away from the station. He received the title of "lifetime honorary chief" upon his retirement and was our secretary/treasurer when he passed. He was the first chief I served under and someone I try to emulate today. Charlie is deeply missed.

†

PLEASE TEST YOUR SMOKE DETECTOR REGULARLY.
REPLACE THE BATTERIES AT LEAST ONCE PER YEAR.
REPLACE SMOKE DETECTORS EVERY 10 YEARS.

If there is a hydrant on or near your property, please remember to keep it clear of snow during the winter months and easily accessible year round. This is a tremendous time-saver for us when we need to establish water flow in the event of a fire.

As of this writing, a Truck Committee has been meeting to finalize the Engine 2 project. Bids have been sought from reputable firms and we hope to make a decision sometime this spring.

It should also be noted that Engine 3 (Dodge Mini-pumper) will be 30 years old this year. So far, we have extended replacing that vehicle ten years (from 1993) and most likely will not be able to afford to replace it until 2008, fifteen years after the scheduled 20 year replacement date. Our Tanker is department built from a 1985 dump truck chassis/1968 fuel oil tank and was placed into service in 1988/89. Although it is presently in good shape, the tank was not expected to last more than 10 years, based on the experience of departments with similar vehicles and the industry expert who donated it. Unless we run into structural problems with the tank, we will be looking to replace rather than refurbish this vehicle around 2005. The 1983 utility truck, scheduled to be replaced in 2003, will be extended indefinitely.

The planned vehicle replacement schedule (revised in 2002) is as follows:

Vehicle:	**Year to Replace:**
Engine 1 - 1993 E-One Pumper	**2013**
Engine 2 - 1998 Freightliner Pumper	**2003 (to complete the 1998 refurbish)**
Engine 3 - 1973 Dodge Mini-pumper	**1993 extended to 2008**
Tanker 1 - 1985 Chevrolet/Dept. Built	**2005 or Tank/chassis as req'd**
Truck 1 - 1983 Toyota pickup	**2001 extended indefinitely**

Over the last year and a half, we have lost a significant part of our daytime coverage due mostly to the changing employment of the membership. Pittsford Fire Department is currently assisting us during the hours of 7:00am and 4:00pm. Although this help is deeply appreciated, it is obviously in our best interests to have the manpower available in town.

If you are a Proctor resident and would be available to respond primarily between the hours of 7:00am and 4:00pm, please consider joining the fire department. If you would like to help but do not wish to pursue interior firefighting, we would consider training you in basic fire ground operations such as driver/pump operator, accountability and many other support roles. Members must be at least 21yrs old with a valid VT drivers' license to operate department vehicles. Applicants must be at least 18yrs old and not a full time student. All applicants considering interior firefighting must complete the V.S.F.A. Essentials of Firefighting course or have a similar certification, within two years of acceptance to the department. For safety reasons, beards are not allowed on members who wear self-contained breathing apparatus. New members serve a one-year probationary period during which time they can be dismissed without cause. Be prepared to commit 6 to 8 hours per month for training and equipment maintenance. Members are on call by pager 24/7. We average 50 incidents per year which can run anywhere from a few minutes to several hours or more.

Burning permits are REQUIRED for any open burning. Burning permits may be obtained, at NO COST, by contacting Albert Wenta, Fire Warden, at 459-2823.

The Sutherland Falls Hose Co. has two 20'X30' tents (no sides) which we rent out for fund raising. These tents are available for a $75 donation for setup in town and $150 for setup outside of Proctor.

Considering what a severe hindrance the Marble Bridge project was to the Fire Dept, we were fortunate that 2002 was a relatively slow year. We are also very fortunate to have an outstanding working relationship with Pittsford FD. They were dispatched simultaneously to every incident for the duration of the project. To the Pittsford Officers and Members, I offer a sincere THANK YOU. I would like to mention that West

Rutland, Rutland Town and Rutland City fire departments were also part of our response plan during that time. The 2002 incidents were as follows:

Mutual Aid - 1	Wild Land fire - 7
Medical Assist - 1	False Alarm - 11
Chimney/Furnace - 2	Structure Fire - 1
Appliance Fire - 2	Motor Vehicle Accident - 2
Carbon Monoxide Alarm - 2	Bomb/Terrorist Threat - 1
Agency Assist - 7	Other - 1

The officers and members of the Proctor Fire Department would like to thank the Ladies Auxiliary for their continued support of the FD. Their efforts are greatly appreciated!

The Auxiliary Members are:

Michelle Storey, President
Marleena Vida, Vice President
Celia Lisananti, Treasurer
Meryl Lisananti, Secretary
Nancy Curtis
Rita Reginbald

Any resident interested in becoming a member of the Ladies Auxiliary can contact Marleena Vida at 459-2830.

Respectfully submitted,

Vincent Gatti, Chief
Officers & Members

Town of Proctor School District
Proctor, Vermont 05765
WARNING

The legal voters of the School District of the Town of Proctor are hereby warned to meet at the High School in the Town of Proctor on Monday, 3rd day of March, 2003, at 7:00 P.M. to vote on the following matters, to wit:

1. To hear and act upon the reports of the Town of Proctor School District.

2. Shall the town School District vote a specific amount for the support of the public schools for a period of July 1, 2003 to June 30, 2004, and if so, how much?

3. Shall the voters of the Proctor School District authorize the expenditure of a sum of money not to exceed eighteen thousand dollars ($18,000) for installation of a fence at Proctor Elementary School, paint and repair the clock tower on the old section of Proctor Elementary School, paint and re-glaze the library window on the old section of Proctor Elementary School, level and resurface the cafeteria floor in the old section of Proctor Elementary School, the source of such monies to come from the interest earned on the investment of the Bond Fund of the building project?

4. Shall the voters of the Proctor School District authorize the transfer of any remaining interest from the construction fund to the Capital Projects Fund estimated to be approximately forty thousand dollars ($40,000)?

5. To transact any other business that may legally come before the meeting.

At the close of business, the meeting shall be recessed by the Moderator until Tuesday, the 4th day of March, 2003, at 10:00 A.M. at the High School in the Town of Proctor, to vote on the following matters, to wit:

1. To elect a Moderator for the ensuing year.

2. To elect other School District officials as required by law.

Polls will be open at the recessed meeting from 10:00 A.M. to 7:00 P.M.

Mary Perkins, Chairperson

Charles Nichols, Member

Arthur Saceric, Clerk

Peter Buttrick, Member

Cheryl Scarzello, Member

Date: 1-27-03

Town of Proctor
Proctor, Vermont 05765

WARNING

The legal voters of the Town of Proctor are hereby notified and warned to meet at the Proctor Jr.-Sr. High School gymnasium on Monday, March 3, 2003 at 7:00 P.M. to transact the following business not involving voting by Australian ballot:

Article 1-To hear and act upon the reports of the Town Officers.
Article 2-Shall the town pursuant to the provisions of Section 141 of Title 22 V.S.A. contract with the Proctor Free Library to furnish books to the inhabitants of the Town of Proctor free and to appropriate the amount of $41,500.00 for the period of July 1, 2003 to June 30, 2004?
Article 3-Shall the town vote the amount of $340,738.00 for the maintenance and repairing of Town highways for the period of July 1, 2003 to June 30, 2004?
Article 4-Shall the town vote the amount of $586,913.00 for current expenses of the town for the period of July 1, 2003 to June 30, 2004?
Article 5-Shall the town collect its taxes on real and personal property in four installments on August 10, November 10, February 10 and May 10 for the period of July 1, 2003 to June 30, 2004 and shall each installment bear interest at the maximum rate as provided by law?
Article 6-To transact any other non-binding business as legally may come before meeting at this time.

At the close of the above business the meeting shall be recessed until Tuesday, March 4, 2003 at 10:00 A.M. at the Proctor Jr. – Sr. High School gymnasium to vote by Australian Ballot on the following matters to wit:

Article 1-To elect a Moderator for the ensuing year.
Article 2-To elect other Town Officials as required by law.
Article 3-Shall the town adopt the resolution that the citizens of the Town of Proctor urgently call upon our municipal leaders, state legislators, governor, and Congressional delegation to put Vermont in the forefront of a sustainable energy future. Specifically, we request immediate and ongoing action on legislative initiatives designed to promote energy efficiency in Vermont's homes, businesses, public buildings, and transportation systems, and to encourage expansion of the renewable energy industry in the State of Vermont?

POLLS WILL BE OPEN AT THE RECESSED MEETING FROM 10:00 A.M. TO 7:00 P.M.

Richard Horner, Chairperson

Carol Grace, Select Person

Raymond Beyette, Select Person

January 27, 2003

PRSRT STD.
U.S. POSTATE
PAID
Proctor, VT 05765
Permit No. 3

OCCUPANT
PROCTOR, VERMONT 05765